

RESOLUTION NO. 53-00
CITY OF CENTERVILLE, OHIO

SPONSORED BY COUNCILMEMBER C. Mark Kingsaad ON THE
18th DAY OF December, 2000.

A RESOLUTION ADOPTING A DESIGN REVIEW CRITERIA
FOR PROPERTIES IN THE ARCHITECTURAL
PRESERVATION DISTRICT AND LANDMARK PROPERTIES
IN THE CITY OF CENTERVILLE.

WHEREAS, A new Design Review Criteria Book has been prepared for properties in the Architectural Preservation District and Landmark Properties in the City of Centerville, with changes recommended by City Staff, the Board of Architectural Review, the Planning Commission and the Centerville Property Review Commission, and

WHEREAS, The Board of Architectural Review, during their November 7, 2000 meeting recommended adoption of the new Design Review Criteria to City Council.

NOW THEREFORE, THE MUNICIPALITY OF CENTERVILLE HEREBY
RESOLVES:

Section 1. That the new Design Review Criteria for properties in the Architectural Preservation District and Landmark Properties in the City of Centerville is hereby adopted, a copy of which is marked as Exhibit "A", attached hereto and made a part hereof.

Section 2. This Resolution shall become effective immediately upon passage.

PASSED this 18th day of December, 2000.

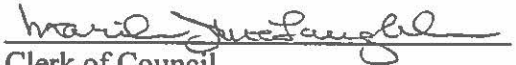
Sally D. Bink
Mayor of the City of Centerville, Ohio

ATTEST:

Marie J. M. Saugel
Clerk of Council, City of Centerville, Ohio

CERTIFICATE

The undersigned, Clerk of the Council of the City of Centerville, Ohio, hereby certifies that the foregoing is a true and correct copy of Resolution Number 53-00, passed by the Council of the City of Centerville, Ohio, on the 18th day of December, 2000.


Clerk of Council

Approved as to form, consistency
with the Charter and Constitutional Provisions.

Department of Law
Robert N. Farquhar
Municipal Attorney

Filed December 18, 2000

Posted December 21, 2000

Police Dept	<input checked="" type="checkbox"/>
Fire Dept	<input checked="" type="checkbox"/>
Public Works	<input checked="" type="checkbox"/>
Sanitation	<input checked="" type="checkbox"/>
Municipal Building	<input checked="" type="checkbox"/>

City Manager, City Planner,

Debra A. James

DESIGN REVIEW CRITERIA
for Properties in the
Architectural Preservation District
and
Landmark Properties

First Edition



City of Centerville, Ohio

DESIGN REVIEW CRITERIA

for Properties in the
Architectural Preservation District
and
Landmark Properties

First Edition

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*Questions regarding this document or the criteria contained herein
should be directed to the Centerville Planning Department.*

The ARCHITECTURAL PRESERVATION DISTRICT

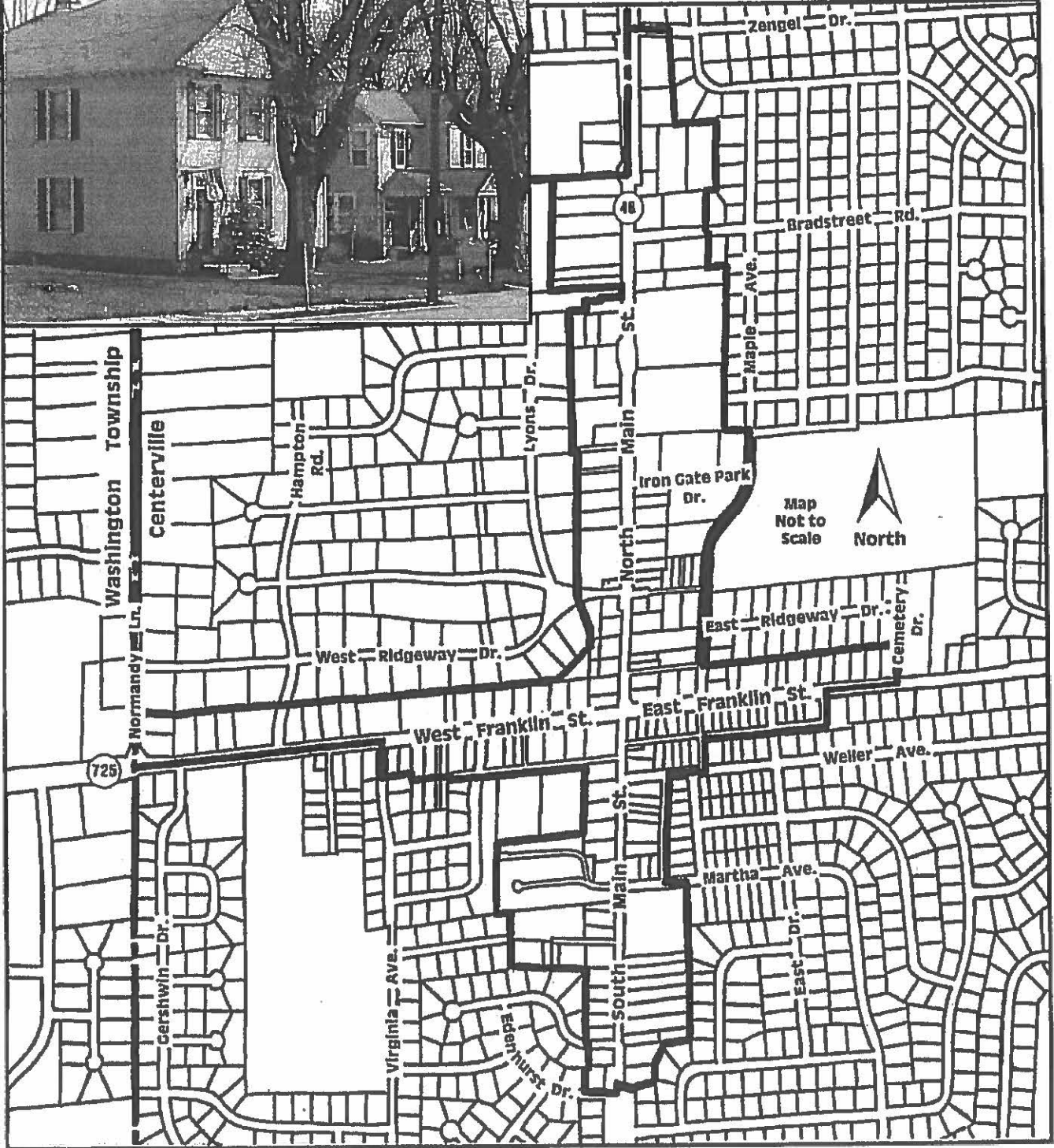


Table of Contents

	<u>Page</u>
I. Introduction and Purpose	1
II. The Design Review Process	2
III. General Design Objectives	3
IV. Specific Design Review Criteria	4
A. Building Location and Orientation	6
B. Building Size, Height and Mass	8
C. Roofs	10
D. Building Elevations	12
E. Windows, Doors and Other Wall Openings	15
F. Architectural Details	18
G. Porches, Canopies, Awnings and Other Covered Structures	20
H. Exterior Materials	22
I. Exterior Colors	24
J. Accessory Buildings and Structures	26
K. Signs	27
L. Parking and Pavement	29
M. Fences	30
N. Landscaping	32
O. Lighting	33
P. Maintenance	34
Q. Demolition or Moving of Buildings	35
V. Glossary	37
VI. References	41
VII. Certification	42



I. Introduction and Purpose

Design review was introduced to the Centerville community in 1972 with the establishment of the Architectural Preservation District (APD). The Board of Architectural Review was created to administer the design approval process for properties located in the APD. In 1991, the Board's review powers were expanded to include designated Landmark properties. Since its inception, the design review process has provided the community with several tangible and intangible benefits, including:

- The preservation of historically and architecturally significant places, buildings, and structures;
- The assurance of a unique, attractive, and viable downtown;
- The protection of physical and financial investments of those who share a common stake in the APD and Landmark properties;
- The provision of design assistance for APD and Landmark property owners and tenants who wish to enhance their property;
- The expansion of opportunities for public input in government decision-making; and
- The advancement of Centerville's reputation as a community of progress and stability.

The City of Centerville holds that the key to effective design review is the adoption and application of design standards. Without such standards, those involved in design review may rely too heavily on subjective feelings and opinions, encumbering the review process and leading to inequity. *The City has adopted the design review criteria contained in this book for the purpose of establishing a uniform, rational set of design standards that represents the physical heritage and vision of this community.* These standards are to be used as a primary source for decision-making in the design review process by City staff, the Board of Architectural Review, the City Council, the applicant, and other participants.

The design review criteria are based on the legal requirements contained in the Architectural Preservation District Section and other sections of the Centerville Zoning Ordinance. These requirements apply to any property which is zoned A-P, Architectural Preservation, or is a designated Landmark in the City of Centerville.

II. The Design Review Process

The nature of the design review process depends upon what is being proposed by the applicant. Typically, City staff may review applications that only involve minor alterations to a property (a change in door style, for example). For applications that involve substantial changes to a property, such as a new development or a building addition/restoration, a review by the Board of Architectural Review is required. This is also the case for any application that appears to conflict with the Design Review Criteria and/or the Zoning Ordinance.

The Board of Architectural Review consists of seven Centerville residents who are appointed by the City Council. Board members serve voluntarily and are not compensated for their service. A Staff Assistant performs administrative functions for the Board, including processing applications, conducting staff reviews, and preparing reports, recommendations, and presentations. Meetings are scheduled twice a month to review applications. A typical Board review consists of a presentation by the Staff Assistant, followed by comments from the applicant and the public, and concludes with a discussion and a decision by the Board. Anyone who is aggrieved by a decision of City staff or the Board of Architectural Review may file an appeal with the City.

Both staff and Board of Architectural Review design reviews require an application to be filed with the City Planning Department. Permits may be required upon approval of an application.



III. General Design Objectives

Any new development or alteration to existing development in the Architectural Preservation District or on a Landmark property will reflect sensitivity toward the surrounding environment, particularly historic places, buildings, and structures. New development will take into account the location and scale of the site, existing natural and built features (on-site and on neighboring properties), and the historical and architectural character of the Architectural Preservation District and Landmark buildings. In general, new buildings, additions, and alterations will exhibit the following characteristics:

1. A building location and orientation that establishes a visual relationship with neighboring buildings;
2. A building scale that establishes a visual and functional relationship with the human scale;
3. A building form consisting of simple, integrated masses;
4. Roof form(s) that contain visual breaks and details;
5. Building elevations that depict a balance between wall area and wall openings (including windows and doors);
6. Wall openings that reflect an orderly pattern;
7. Architectural details that are integrated with the building design and enhance the attractiveness of the building; and
8. Exterior building materials and colors that are appropriate for the building design and are compatible with the Architectural Preservation District and Landmark buildings.

Additional features such as signs, parking, paving, storm water systems, fences, and landscaping will be designed to be compatible with new and existing buildings, and will create a unified setting.

IV. Specific Design Review Criteria

The following design review criteria have been derived from local historical and architectural examples, and from design standards established by similar communities. The criteria identify desirable characteristics of APD and Landmark properties. Furthermore, they represent a framework that embodies proper preservation, design, and planning principles.

Criteria containing the word “shall” are required by the Zoning Ordinance. Exemptions from these criteria may only be granted by the Board of Architectural Review through the Variance process. Other criteria are to be carefully considered in reviewing an application. Discretion should be used in finding the best design solution for a specific property. This is particularly true of building additions and alterations.

Some criteria are not applicable to Landmark properties located outside of the APD. Those criteria are: building location, ground floor area, building height, signs, and parking/paving. For these items, the requirements pertaining to the zoning district assigned to the property shall apply.

In addition to this book, it is recommended that owners of historic properties consult the following resources to learn more about sensitive design and restoration techniques:

The Secretary of the Interior’s Standards for Rehabilitation – The U.S. Department of the Interior has established 10 standards that preservation projects must follow to qualify for a federal tax credit. Many communities incorporate the *Standards* into their design guidelines.

National Trust for Historic Preservation – The National Trust administers many programs to assist in the protection, restoration, rehabilitation, and sustainability of historic places. A large number of publications on a variety of topics are available to members.

Ohio Historic Preservation Office – This agency coordinates preservation activities statewide. Maintains the Ohio Historic Inventory containing thousands of profiles for historic places, buildings, and structures. Regional officers assist local communities with education and research.

Montgomery County Historical Society – The MCHS provides archival and preservation services for the entire county.

City of Centerville – The City maintains a library of preservation information from the U.S. Department of the Interior, the National Trust for Historic Preservation, the Ohio Historic Preservation Office, and other agencies.

Centerville-Washington Township Historical Society – The CWTSHS operates the Walton House Museum and the Asahel Wright Community Center. Local archives and files are available for public use.

Landmarks Foundation of Centerville-Washington Township – The Landmarks Foundation is devoted to the preservation of local historic buildings and public education of preservation programs and techniques. The Foundation manages a revolving loan fund and sponsors a number of seminars throughout the year.

A Sense of Place, Howard Houser, editor – This book contains an extensive listing of eighteenth- and nineteenth-century buildings in Centerville and Washington Township. A primer on Centerville's history. Available through the Centerville-Washington Township Historical Society.

Centerville and Woodbourne Libraries – These libraries contain a wide range of literature related to historic buildings and their preservation.

Call the Centerville Planning Department at 433-7151 for more information on any of the resources listed above.

A. BUILDING LOCATION AND ORIENTATION

The APD is characterized by buildings that are located in close proximity to the street and to each other. Collectively, these buildings form a unique, attractive environment that satisfies the human desire for interrelatedness. Part of the appeal of traditional commercial districts and neighborhoods is the “coziness” one feels as he or she passes an eye-catching storefront window display or a brightly colored flowerbed along the sidewalk. Building setbacks vary in the APD, however, and the location of new buildings/building additions should first and foremost be consistent with the surrounding buildings.

There are generally three types of setbacks in the APD (Graphic 1). The buildings at the northwest and southwest corners of Main Street and Franklin Street are characterized by no setback. Buildings with this type of setback directly abut the sidewalk and contain no front yard. This “storefront style” was the most common form for downtown commercial buildings prior to the mid-twentieth century. The APD also contains a number of early houses with short setbacks, many of which have been modified for commercial or office use. Later developments were built with deep setbacks and spacious front yards. See the Zoning Ordinance for minimum building and parking/pavement setback requirements.

Buildings in the APD are typically oriented toward the street. Orientation refers to both the alignment of the building to the street (parallel or perpendicular) and the presence of a street elevation that includes windows, doors, and other wall elements (Graphic 2).

DESIGN REVIEW CRITERIA:

BUILDING LOCATION AND ORIENTATION

1. Building setback should be consistent with that of the adjoining properties. If the adjoining setbacks are dissimilar, the required setback shall be determined by calculating the average of those setbacks.
2. Buildings shall have a parallel or perpendicular orientation towards the street.

3. Building elevations that are oriented to a street should contain windows, doors, and other wall elements, in accordance with the Zoning Ordinance.
4. Functional issues such as parking, traffic access and circulation, storm water drainage, landscaping and screening, and signs should be considered in determining the location and orientation of a new or altered building.

GRAPHICS:

BUILDING LOCATION AND ORIENTATION

Graphic 1 - Common building setbacks in the APD



NO SETBACK



SHORT SETBACK



DEEP SETBACK

Graphic 2 - Examples of buildings that are oriented to the street



B. BUILDING SIZE, HEIGHT AND MASS

A building's scale and form are as important as its relationship to the street and other buildings. Suppose someone wanted to build an office tower in the APD on an in-fill site. The tower could be designed to be located with no setback, close proximity to adjacent buildings, and a street facade, and yet appear completely out of place with the surrounding environment. For this reason, buildings are restricted in their size, height, and mass. The Zoning Ordinance contains requirements for maximum ground floor area and height, and requires large buildings to be divided into more than one mass. Most of the buildings in the APD have a ground floor area of 5,000 square feet or less, a height of two stories or less, and consist of a simple composition of rectangular masses (Graphic 3).

DESIGN REVIEW CRITERIA:

BUILDING SIZE, HEIGHT AND MASS

1. New buildings and modifications to existing buildings shall conform to the Zoning Ordinance with respect to size, height, and mass. In general, buildings should be small to moderate in scale, with a height that is consistent with the surrounding architecture. Building mass should reflect a simple composition of basic geometric forms.
2. Building walls and forms that are not typical of APD and Landmark buildings, such as fin walls or cantilevered walls, are not permitted.

GRAPHICS: BUILDING SIZE, HEIGHT AND MASS

Graphic 3 - Examples of proper building scale and form in the APD



C. ROOFS

The most common roof types among APD and Landmark buildings are the gable roof and the hip roof. Other roof styles include the gambrel and the gable on hip (Graphic 4). Certain styles, including flat, Mansard, false front, and shed roofs, are prohibited by the Zoning Ordinance as they are not characteristic of the APD and Landmark buildings (Graphic 5).

In general, roofs and roofing elements should not appear as a dominant component of a building. Roofs that are greater than one-half of the overall building height may appear disproportional and are therefore prohibited. Required roof materials, cornices, and gutters/downspouts are addressed in separate sections. Roof variations and details that serve to enhance the roof design are strongly encouraged (Graphic 6).

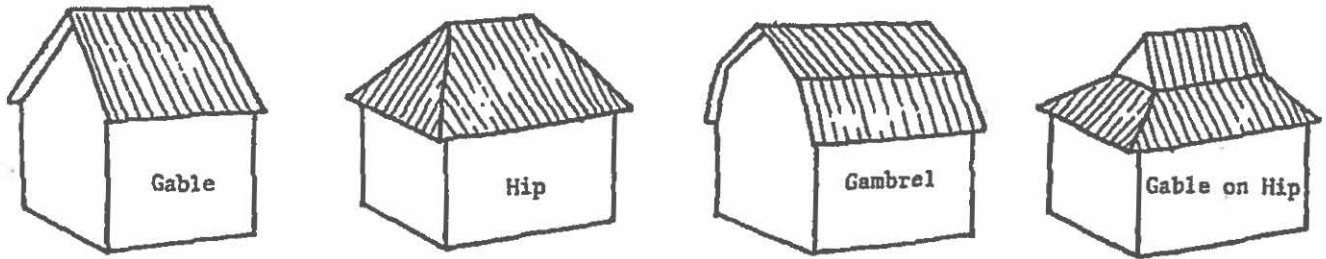
DESIGN REVIEW CRITERIA:

ROOFS

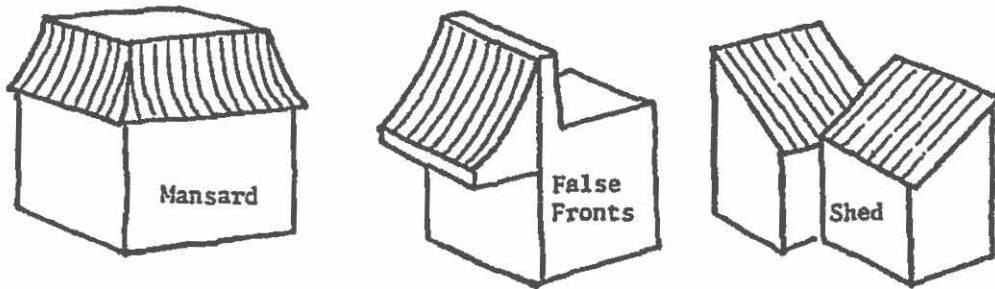
1. Buildings shall contain one or more of the following roof types: gable, hip, gambrel, or gable on hip.
2. Flat, Mansard, false front, shed, and other roof styles not specifically permitted shall be prohibited.
3. Roof height shall not exceed one-half of the overall height of the building.
4. Roofs shall consist of appropriate materials, a cornice, and working gutters/downspouts.
5. Roofs should contain visual breaks such as variations in elevation, pitch, and/or style, plus dormer windows, risers, cupolas, weather vanes, or other enhancements.
6. Roof-mounted pipes and other functional elements should be painted to blend in with the roof color.

GRAPHICS: ROOFS

Graphic 4 - Permitted roof styles



Graphic 5 - Prohibited roof styles



Graphic 6 - Examples of appropriate roof enhancements



C. BUILDING ELEVATIONS

The exterior sides of a building are commonly referred to as building elevations. The architectural design and appearance of a building is, of course, dependent on the design of its building elevations. One of the primary goals of the design review process is to ensure high-quality building elevations that are balanced, detailed, and compatible with the architectural character of APD and Landmark buildings. It is common practice to "dress up" the front or streetside elevations, called facades, with architectural details and finishes. While facades are the most extensively designed elevations, it is important that side and rear elevations also reflect a basic level of architectural design.

While building elevations vary greatly, there are certain desirable characteristics that are common to most of them. Perhaps the most important characteristic is a pattern or rhythm of windows, doors, and other wall openings. This translates into rows of wall openings that reflect the floor levels of the building (Graphic 7). The wall openings are regularly spaced and aligned vertically and horizontally. Patterns that are common to local historical buildings include 3 over 3, 4 over 4, etc. In most cases, windows are vertical in nature, with the height being greater than the width.

Proportion is another important aspect of a building elevation. Building profiles should not over-emphasize either the vertical or horizontal profile (Graphic 8). This applies to both the shape of the building and the shape and spacing of the wall openings. Windows and doors that are placed very close to a wall edge appear unbalanced and awkward. This is also true of unusually narrow or broad windows (Graphic 9).

A proper building elevation also contains details such as cornices and molding, brackets and scrollwork, lintels, sills, shutters, decorative windows, doors and vents, canopies, awnings, porches, etc.

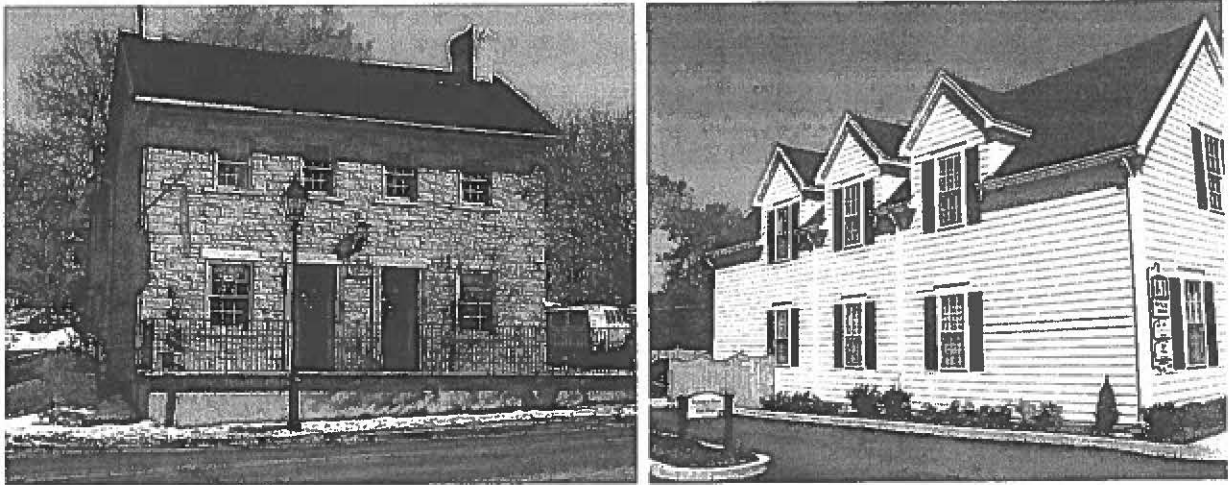
Specific criteria for wall openings and architectural details are addressed in their respective sections.

DESIGN REVIEW CRITERIA: BUILDING ELEVATIONS

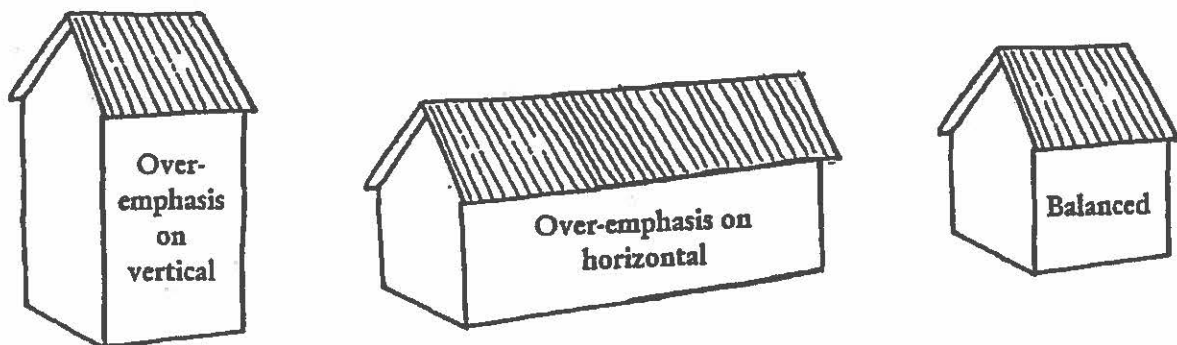
1. Balance and detail are the keys to a well-designed building. Building profiles and wall openings that appear unbalanced, awkward, or lacking in detail should be avoided.
2. Building elevations shall contain wall openings, including windows and doors, which form a rational pattern or rhythm. Wall openings should fill the wall space but not obliterate it.
3. The proportions and spacing of the wall openings shall be compatible with the proportions of the building profile.
4. Building elevations shall contain architectural details that are appropriate for the design of the building.
5. These criteria apply to all building elevations. The Board of Architectural Review may waive certain requirements for secluded elevations that are not visible off the premises, in accordance with the Zoning Ordinance.

GRAPHICS: BUILDING ELEVATIONS

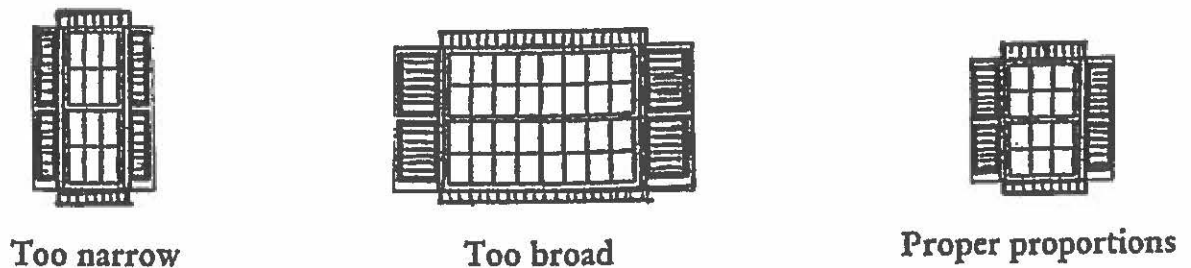
Graphic 7 - Examples of appropriate wall opening patterns



Graphic 8 - Buildings should not over-emphasize the vertical or horizontal profile:



Graphic 9 - Unusually narrow or broad windows should not be used:



E. WINDOWS, DOORS AND OTHER WALL OPENINGS

Part of a historical building's value lies in its windows and doors. Their materials and construction reflect the technology of the period and contribute to the character of the building. For this reason, the preservation of old windows and doors in their original context is strongly encouraged. In cases where new or replacement units are necessary, the proposed design(s) should be compatible with the character of the APD and Landmark buildings.

Windows are typically rectangular and vertical in nature, with a width-to-height ratio ranging from 1:1 to 3:4. Sashes, mullions and muntins, lintels and sills (for masonry facades) are also typical (Graphic 10). Shutters are appropriate for some building designs. These details should be rationally related to the window design and be compatible with the overall building design.

Doors are either solid with rectangular panels or contain a combination of panels and a window (Graphic 11). Details include doorknobs, latches, locks, mullions and muntins (for door windows), lintels, thresholds, and where appropriate, transoms and sidelights. Like window details, they should be compatible with the design of the doors and the building.

Only clear, transparent glass should be used for window panes. Tinted or colored glass is not appropriate for APD and Landmark buildings and should not be used. Etched glass is generally inappropriate, but may be approved in certain cases, such as decorative windows on doors.

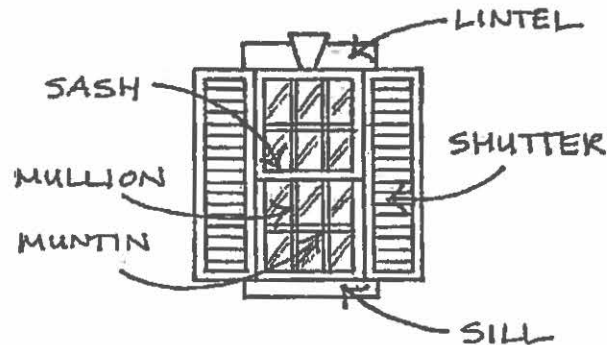
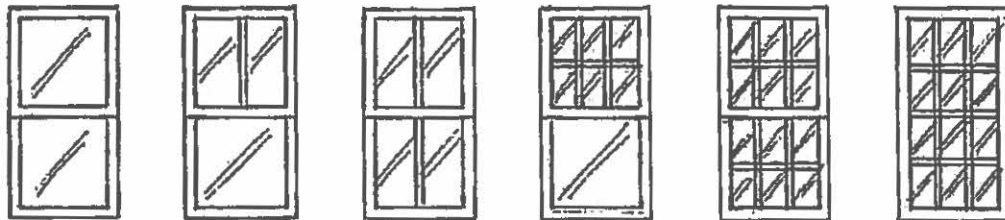
See the Exterior Materials section for a list of permitted window and door materials.

DESIGN REVIEW CRITERIA: WINDOWS, DOORS AND OTHER WALL OPENINGS

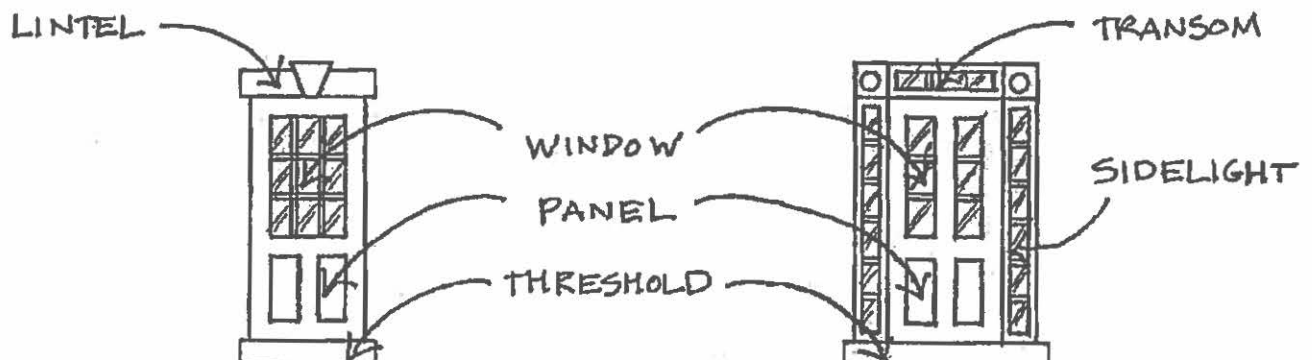
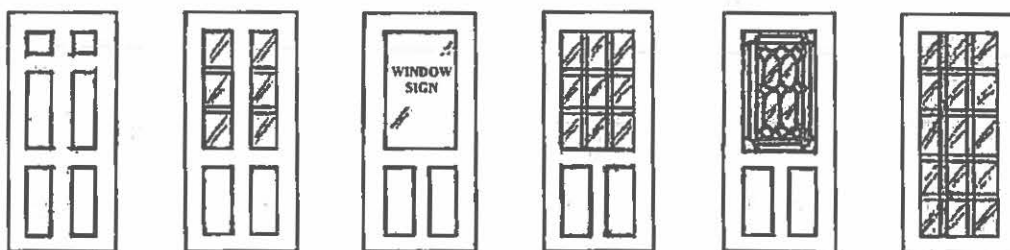
1. Historic windows and doors should be preserved and maintained in their existing locations where possible. It is the responsibility of the applicant to demonstrate that preservation is impractical or unfeasible.
2. New and replacement windows and doors should be similar in style to those depicted in Graphics 10 and 11, respectively. Other styles should not be used except for purposes of architectural consistency with an existing building. Storefront windows are exempt from this provision but require specific approval by the Board of Architectural Review.
3. Windows should be rectangular and vertical in nature, with the height exceeding the width.
4. Windows and doors shall contain details that are appropriate for and rationally related to the building design.
5. Window and door materials shall be in accordance with the Exterior Materials section of the Design Review Criteria.

GRAPHICS: WINDOWS, DOORS AND OTHER WALL OPENINGS

Graphic 10 - General window styles that are consistent with the character of most APD and Landmark properties



Graphic 11 - General door styles that are consistent with the character of most APD and Landmark properties



F. ARCHITECTURAL DETAILS

Details are necessary in order for a building to “look” complete. Many details, however, are also functional. For example, a cornice joins a roof structure and a wall plane. Another example is gutters and downspouts, which collect and drain water from a roof. Simple features such as these are commonly used to enhance building facades and distinguish particular architectural styles. Many historic details were hand-fashioned, making them unique. The preservation of these features is a priority of the Design Review Criteria.

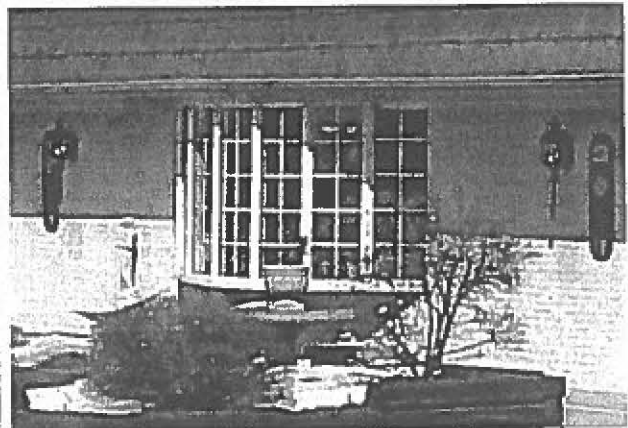
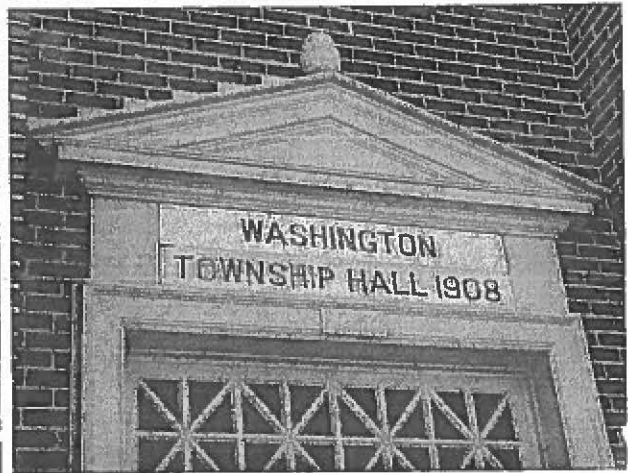
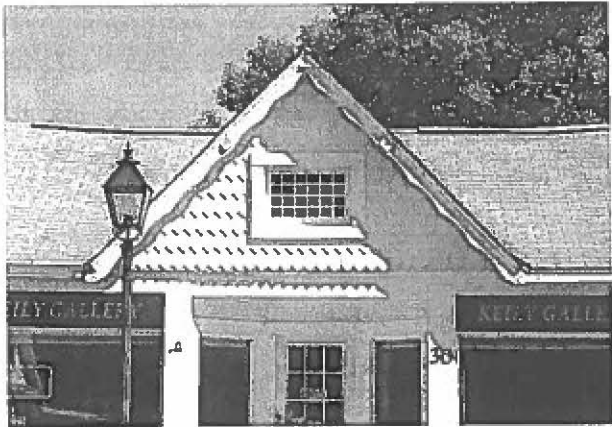
New buildings and building additions should be designed with details that are typical of existing APD and Landmark buildings (Graphic 12). The more common details are cornices, dentils, soffits, gutters and downspouts, vents, lintels, sills, shutters, window mullions and muntins, cupolas, railings, bay windows, ornamental windows in the gable area, and light fixtures. The nature of these details should be compatible with the building design. Details are to be used in their proper context. Avoid stripping down a facade or cluttering it with too many details. A balanced facade contains details that enhance the building form and its wall openings. Traditional materials, such as wood, brick, stone, or metal should be used for new architectural details.

DESIGN REVIEW CRITERIA: ARCHITECTURAL DETAILS

1. The removal or alteration of historic architectural details shall be prohibited.
2. Buildings should contain architectural details that are characteristic of the APD and Landmark buildings. Details should be compatible with the design of the building and used in their proper context.
3. Architectural details should reflect a balance with the building form and wall openings.
4. The use of traditional materials for new architectural details is recommended.

GRAPHICS: ARCHITECTURAL DETAILS

Graphic 12 – Architectural details



G. PORCHES, CANOPIES, AWNINGS AND OTHER COVERED STRUCTURES

Covered structures come in a variety of forms and styles, providing additional opportunities for enhancing building designs. Typical covered structures include porches, canopies, and awnings, although other forms may be appropriate for a particular building. These structures are an integral part of a building's architectural design.

Historic covered structures are to be preserved where practical and feasible. New structures should be carefully designed to integrate with the building and not appear as an "afterthought." They should appear simple in form, but contain adequate detailing that is appropriate for the design of the building (Graphic 13). The materials and proportions should be consistent with the building. In general, porches should be made of wood (roof materials should match that of the building) while awnings and canopies may be composed of fabric, wood, or metal (underframe only). Other materials may be approved as long as they are compatible with the design of the building.

DESIGN REVIEW CRITERIA:

PORCHES, CANOPIES, AWNINGS AND OTHER COVERED STRUCTURES

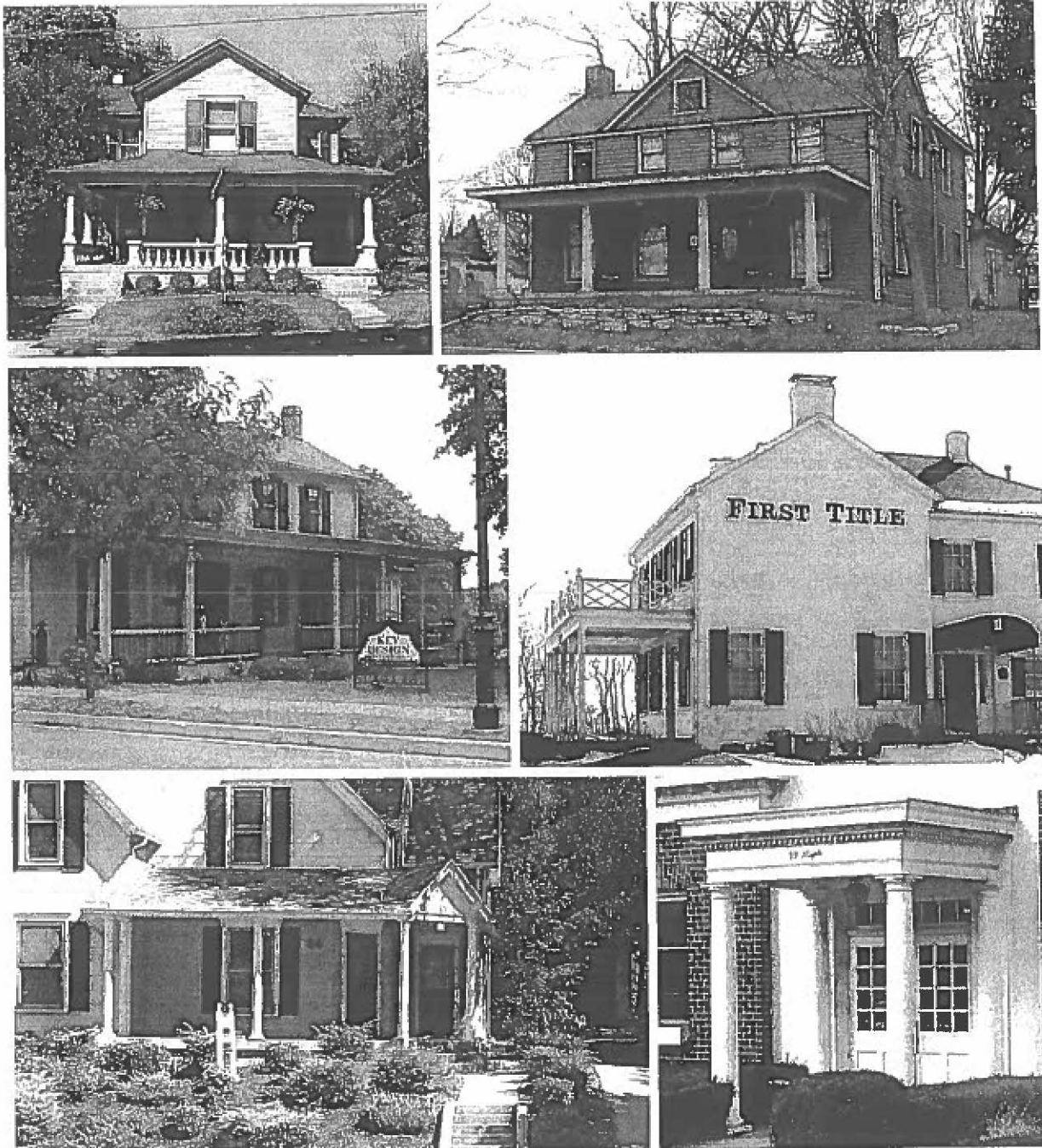
1. Historic porches, canopies, awnings, and other covered structures should be preserved unless it is demonstrated that the preservation of such features is not practical and/or feasible.
2. New covered structures should be simple in form, and consist of materials and details that are compatible with the design of the building. Porches should be made of wood and contain columns, a cornice, a railing, and other appropriate details. Canopies and awnings should consist of wood, fabric, and/or metal, and should be cantilevered perpendicular to the wall. Exceptions may be granted in cases where it is demonstrated that the proposed covered structure will result in a more appropriate building design.

- Signs may be displayed on covered structures in accordance with the Zoning Ordinance. Signs shall be compatible with the building design.

GRAPHICS:

PORCHES, CANOPIES, AWNINGS AND OTHER COVERED STRUCTURES

Graphic 13 - Examples of appropriate covered structures



H. EXTERIOR MATERIALS

Historically, buildings in Centerville were built using wood, brick, and/or stone. These materials were popular because of their wide availability in the region and their ability to withstand severe weather. Since World War II, a variety of modern materials have been introduced to the building industry. The results have been mixed, and the appropriateness of these materials is the subject of continuous debate. For this reason, the use of vinyl and other modern materials are limited to minor applications on buildings that do not involve wall siding. Such applications are subject to approval by the City and may not be used to replace existing historic architectural features.

DESIGN REVIEW CRITERIA: EXTERIOR MATERIALS

1. Exterior building materials shall be in compliance with the Architectural Preservation District section of the Zoning Ordinance and the Exterior Building Materials Template depicted in Graphic 14.
2. Materials shall be functionally and aesthetically compatible with each other. Changes in materials shall be subject to approval by the City.
3. Historic materials should be preserved in place except in instances of rotting.
4. The following modern materials may be used for the applications noted below if it is determined by the City that the historic and architectural character of the building will not be adversely affected. Approval by the City is required.

<u>Material</u>	<u>Permitted Application</u>
Vinyl	Windows, Shutters, Soffits (maximum depth of 4 feet), Sign Lettering
Cement Plank	Soffits (maximum depth of 4 feet) and Fascias (painted)
Steel	Doors (painted)

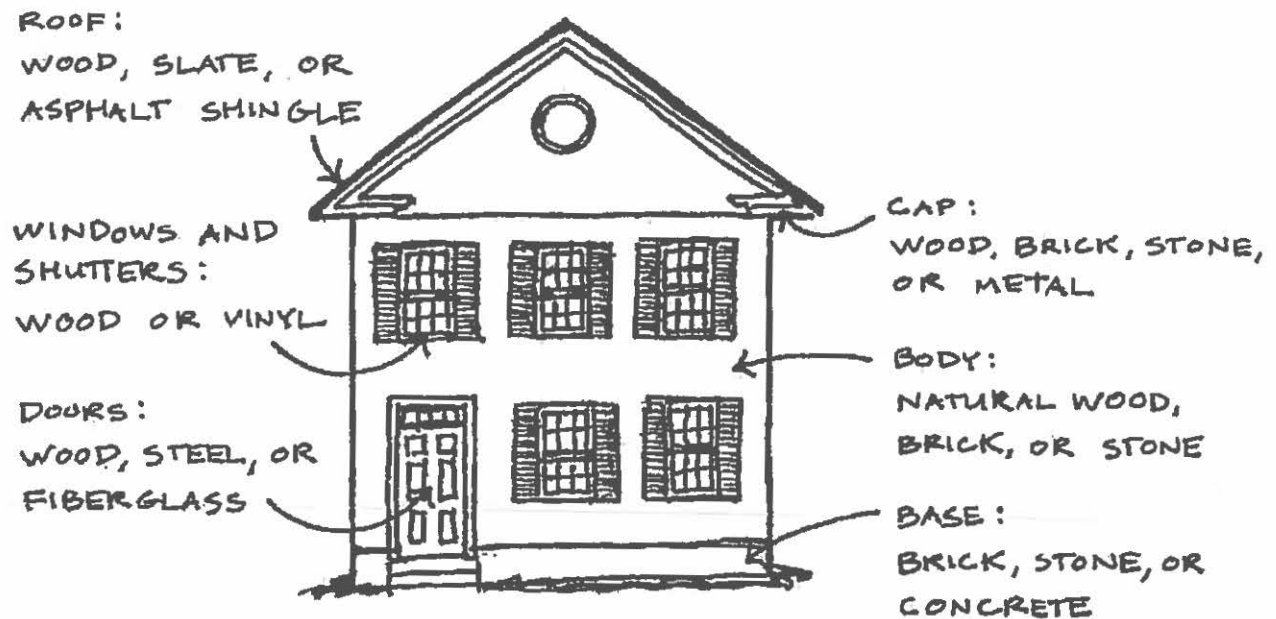
Fiberglass
 Fypon
 Concrete

Doors (painted)
 Columns, Lintels (painted)
 Lintels, Sills, Foundations, Stoops, Steps

5. Wood siding should have a smooth texture and finish. Rough sawn siding is considered inappropriate for APD and Landmark buildings.

GRAPHICS: EXTERIOR MATERIALS

Graphic 14 - Exterior Building Materials Template



ARCHITECTURAL DETAILS:
 WOOD, BRICK, STONE, METAL, VINYL, OTHER MATERIALS
 (SUBJECT TO APPROVAL BY THE BAR)

NOTE: ALL BUILDING MATERIALS SHALL BE IN
 ACCORDANCE WITH THE ZONING ORDINANCE

I. EXTERIOR COLORS

The color scheme of a building is an essential aspect of its appearance. Color on a building is analogous to clothes on a person. No matter how attractive the person is, if he or she is wearing unattractive or inappropriate clothes, their attractiveness is diminished. Care must be used when “dressing up” a building, particularly a historic building. The Board of Architectural Review has adopted the BAR Building Color Chart which contains color schemes and standards for APD and Landmark buildings. The goal of the color chart is to ensure that buildings consist of a single, earth-toned color for the body, plus two additional complimentary colors for use on trim and architectural details. The roof is to be a single, neutral color that is compatible with these colors. See the template in Graphic 15. The overall color scheme of a building should be compatible with the neighboring buildings.

Sign color regulations are contained in the BAR Sign Color Chart and are addressed in the Signs section.

DESIGN REVIEW CRITERIA: EXTERIOR COLORS

1. Building color schemes shall be in compliance with the BAR Building Color Chart and other applicable requirements of the Zoning Ordinance.
2. A maximum of three complimentary colors may be used for the facade plus a neutral roof color that is compatible with the other colors. See the Exterior Building Colors Template in Graphic 15.
3. Unusually bright or vivid colors should be avoided.
4. Finishes should be low gloss or matte. High gloss finishes should be avoided.
5. Building colors shall be compatible with each other and with the color schemes of neighboring buildings.

GRAPHICS: EXTERIOR COLORS

Graphic 15 - Exterior Building Colors Template

ROOF:

SINGLE, MUTED
COLOR THAT IS
COMPATIBLE
WITH ALL
OTHER COLORS
ON THE BUILDING



BODY:

SINGLE,
EARTH-TONED
COLOR

TRIM COLOR #1:

SINGLE COLOR
THAT IS
COMPATIBLE WITH
ALL OTHER COLORS
ON THE BUILDING

TRIM COLOR #2:

SINGLE COLOR
THAT IS
COMPATIBLE WITH
ALL OTHER COLORS
ON THE BUILDING

NOTE: ALL BUILDING COLORS SHALL BE IN
ACCORDANCE WITH THE BAR BUILDING
COLOR CHART

J. ACCESSORY BUILDINGS AND STRUCTURES

Accessory buildings and structures include sheds, detached garages, barns, and other enclosures that are intended to service the main building on a property, called a principal building. Despite their smaller size relative to principal buildings, accessory buildings and structures are also subject to the design review process and the Design Review Criteria. This ensures that the designs of these buildings and structures are architecturally compatible with their respective principal buildings (Graphic 16). The Zoning Ordinance contains location and setback requirements for such buildings.

DESIGN REVIEW CRITERIA:

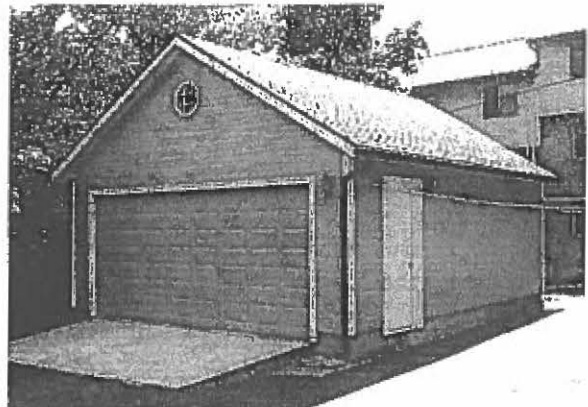
ACCESSORY BUILDINGS AND STRUCTURES

1. Accessory buildings and structures shall be subject to all applicable requirements in the Zoning Ordinance and the Design Review Criteria. Specifically, accessory buildings and structures should appear architecturally compatible with the principal buildings on the property and with each other. See the Zoning Ordinance for location and setback requirements.
2. Accessory structures may also include fountains and works of art. See the Zoning Ordinance for specific requirements.

GRAPHICS:

ACCESSORY BUILDINGS AND STRUCTURES

Graphic 16 – Accessory buildings and structures should be architecturally compatible with other buildings on the property.



K. SIGNS

Signs are a prominent and important component of the Architectural Preservation District. Businesses rely on them to identify their location to customers. Because signs tend to be highly visible, their presence and appearance must be regulated. The character of the signs in a business district directly affects the public perception of that district. A proliferation of large, gaudy and poorly-designed signs can negate the attractiveness of a business district, particularly one that is historic. Conversely, signs that are simple, modest, and attractive can enhance the character of a business district and reflect community pride.

Signs in the APD are regulated by the Signs section of the Zoning Ordinance. This section contains requirements for sign materials, size, height, number and location. The Board of Architectural Review has adopted the BAR Sign Color Chart which contains permitted colors and specifies how the colors may be used on a sign. Signs may be made of wood and/or metal; graphics may be applied with sandblasting, painting, or low-gloss vinyl lettering. Permitted sign size and height depend on the type of sign and the length of its respective frontage. Internal illumination of signs is prohibited. Signs may be illuminated by an external light source provided the lights are screened to prevent glare. Temporary signs are also regulated, and are addressed in the Zoning Ordinance.

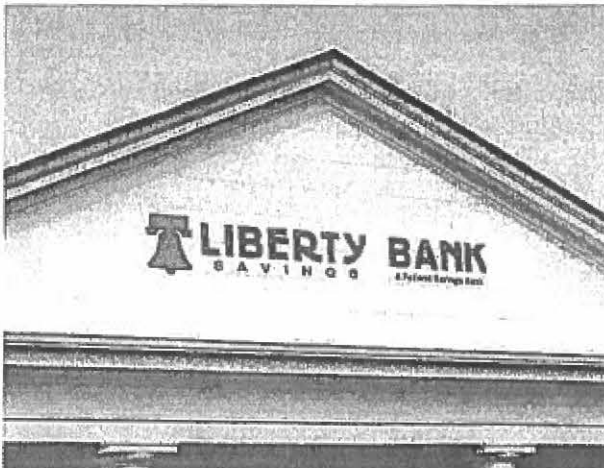
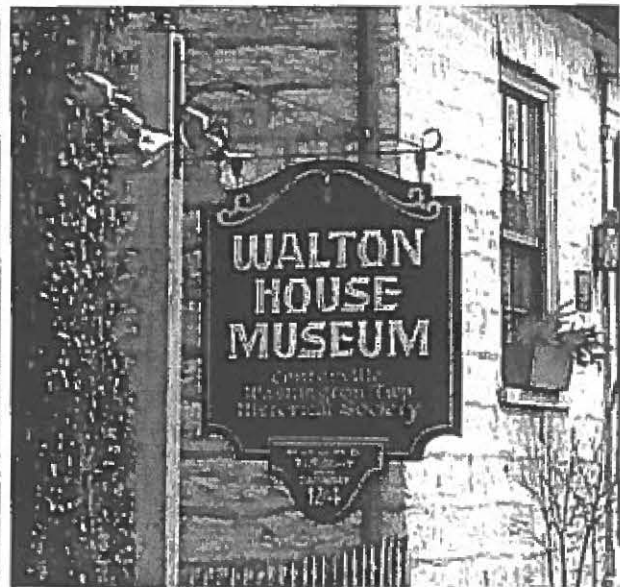
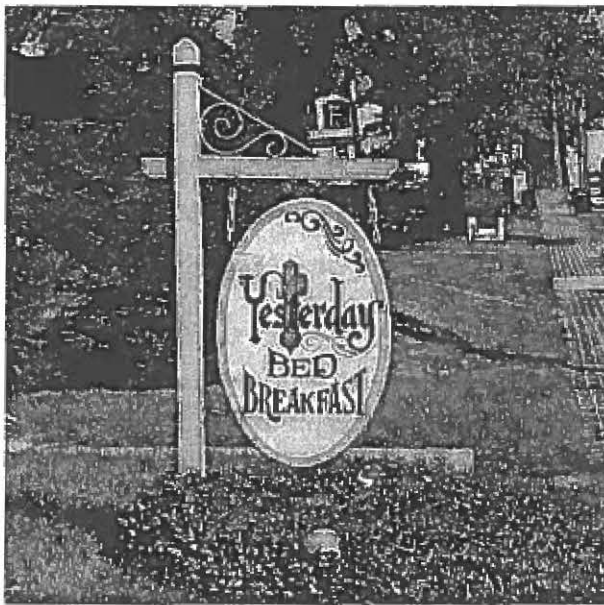
See Graphic 17 for examples of appropriate signs in the APD.

DESIGN REVIEW CRITERIA: SIGNS

1. All permanent and temporary signs in the Architectural Preservation District shall require zoning approval and a sign permit from the City.
2. Signs shall conform to the Zoning Ordinance and the BAR Color Chart.
3. See the Lighting section for external sign lighting requirements.

GRAPHICS: SIGNS

Graphic 17 - Examples of Appropriate APD Signs



L. PARKING AND PAVING

A majority of property lots in the APD are small and narrow, which create some interesting challenges for parking. New or modified parking areas must be carefully designed to integrate with the existing environment and function safely. This is also true of other paved areas, such as driveways, aisles, and turn-arounds.

The City of Centerville has standards for the location and design of parking and traffic circulation areas. These standards are included in the Parking, Loading, and Access Control section of the Zoning Ordinance. In a nutshell, these areas should be rationally designed to efficiently accommodate the movement and parking of vehicles on the premises (Graphic 18).

DESIGN REVIEW CRITERIA: PARKING AND PAVING

1. Parking and paved areas shall conform to the Zoning Ordinance. It is recommended that an applicant consult with City staff to learn about parking setback, design, and landscaping requirements, and to achieve the best design solution for the property.

GRAPHICS: PARKING AND PAVING

Graphic 18 - Parking and traffic access should be rational and efficient.



M. FENCES

You have probably heard the phrase, "Good fences make good neighbors." But a fence should represent more than a mere barrier or visual boundary. There are many different types of fences, ranging from whimsical decorative fences made of wood or iron to tall, solid board privacy fences. Regardless of its purpose, a fence should be made to appear attractive on all sides.

The four key elements of an attractive and appropriate fence are: style, size, materials, and color. The first three elements are specifically addressed in the Zoning Ordinance. Permitted fence styles include solid plain vertical board fences, picket fences, split rail fences, and ornamental iron fences. Permitted fence height depends on the location of the fence on the lot. Permitted fence materials include wood, iron, and materials fashioned to resemble iron (such as aluminum). Fences should be a single, uniform color that is compatible with the building(s) on the property. This also holds for the other fence elements. The finished side of the fence must face out. Except when required by the Zoning Ordinance for screening purposes, landscaping is optional but recommended to better integrate the fence with the site.

The City of Centerville requires zoning approval and a fence permit for all fences.

DESIGN REVIEW CRITERIA:

FENCES

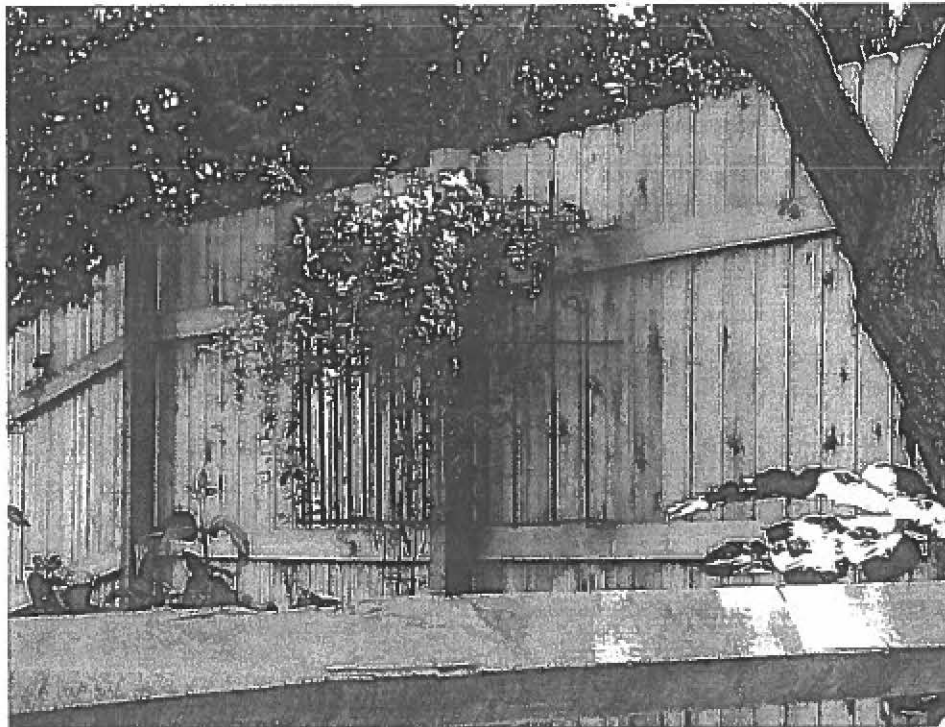
1. Zoning approval and a fence permit shall be required for all fences.
2. Only solid plain vertical board fences, picket fences, split rail fences, and ornamental iron or aluminum fences shall be permitted.
3. See the Zoning Ordinance for maximum fence height requirements.

4. Fences shall be made of wood, iron, or aluminum. Other materials not specifically prohibited by the Zoning Ordinance may be approved by the Board of Architectural review if it is demonstrated that the materials are compatible with the building(s) on the premises.
5. Fences should be a single color (white, black, brown, dark green, or natural, depending on the fence) that is compatible with the building(s) on the property. Metal fences must be anodized with a colored paint; bare or natural metal finishes are not permitted.
6. The finished side of the fence shall face outwards from the property.
7. Fences should be accompanied by attractive landscaping to better integrate with the site.

GRAPHICS:

FENCES

Graphic 19 – A fence must be compatible and integrated with the property.



N. LANDSCAPING

Landscaped areas are necessary to soften the built environment and serve as a transition between buildings and pavement. The Zoning Ordinance requires landscaping in bufferyards, parking areas, and around/under ground signs. Landscaping in other areas is optional but encouraged (Graphic 20). There are several forms of landscaping – grass yards, flowerbeds, planters, trees, etc. The first key to an attractive landscape plan is a mixture and balance of several compatible plant types. Care should be taken in selecting appropriate species of plant that will thrive together. The second key is proper maintenance. Mowing, trimming, pruning, mulching, fertilizing, and watering are essential for viable landscaping.

DESIGN REVIEW CRITERIA: LANDSCAPING

1. Consult the Zoning Ordinance for landscaping requirements regarding bufferyards, parking areas, and ground signs.
2. Landscaping should be properly installed and maintained. Landscaped areas should contain a variety of compatible plant types and forms, and be carefully integrated with existing buildings and paved areas.
3. Existing mature trees and other significant plants on the site should be preserved.

GRAPHICS: LANDSCAPING

Graphic 20 – Variety, compatibility, and regular maintenance will ensure beautiful and sustainable landscaping.



O. LIGHTING

The installation of exterior lighting on a property requires a good bit of knowledge and care. One reason for this is the diversity of light types, each of which exhibits characteristics that are visibly distinct from the other types. Our eyes are able to distinguish the soft, yellow glow of an incandescent bulb from the intense, white light of a pressurized vapor fixture. We are also able to detect variations in light output and concentration. Because of these variations, it is important that lighting decisions take into consideration the effect a particular light type and fixture will have on its setting. The City of Centerville carefully regulates lighting to mitigate the impacts of light glare to the public. This is especially true for non-residential uses.

Before you install exterior lighting, contact the Planning Department (433-7151) to obtain specific lighting requirements from the Zoning Ordinance. In general, incandescent lights of a decorative nature do not require specific approval by the City. All other lights, including non-incandescent lights, pole-mounted lights, and lights used to illuminate signs, are subject to approval by the City. Pole-mounted lights must be down-directed and the lens recessed in the fixture (wallpacks are prohibited). Signs may only be externally illuminated using white lights, with the fixtures oriented away from the property boundary so as to avoid glare off of the premises.

DESIGN REVIEW CRITERIA:

LIGHTING

1. Contact the Planning Department (433-7151) to obtain information on lighting requirements *prior* to installing exterior lights. Lights installed without required approvals are a zoning violation subject to citation. Incandescent lights of a decorative nature are exempt from this provision.
2. No exterior lighting shall be positioned so as to extend glare onto an adjacent property or public right-of-way.
3. Exterior neon lights and colored lights are prohibited.

P. MAINTENANCE

Attractive properties don't remain attractive without regular care. Maintenance is not just a good idea, it is required by City codes. From buildings to paved areas to landscaping, every property in Centerville must maintain a safe, neat, and attractive appearance.

Special care must be used when cleaning a historic building or structure. Materials, finishes, and architectural details are vulnerable to damage by certain cleaning methods. Blasting methods that utilize solid particles, such as sandblasting, are prohibited, as is high-pressure waterblasting. Limestone is susceptible to damage by chemical cleaners, which are prohibited for such applications. A soft water wash is usually the best way to clean a historic building. Contact the Planning Department for more information on cleaning historic buildings.

Cleaning and repair work do not require City approval as long as the scope of the project conforms to City codes. Examples of repair work include tuckpointing, stabilization of concrete, and replacement of small sections of siding or roofing. Major replacement of siding or roofing must be approved by the City prior to performing work. In most cases, historic materials can and should be restored and kept in place. Replacement materials must match the material and form of the original materials. Paved surfaces may be patched or repaved without City approval as long as the paved area is not expanded.

Screening, including fences and landscaping, must be kept viable, neat, and uniform in appearance. The City requires screening for any non-residential use that abuts a residential use, and for recreational vehicles on residential properties. For this reason, do not remove, replace, or alter a landscape or fence screen without prior approval by the City.

The City also enforces proper maintenance of lawns, trees, shrubs, fences, accessory buildings, painting, roofing, gutters/downspouts, cement and paved surfaces, outdoor storage, and other items. Call the City at 433-7151 for more information.

DESIGN REVIEW CRITERIA: MAINTENANCE

1. The cleaning, repair, or replacement of materials on a property shall be in compliance with the Zoning Ordinance and other City codes.
2. Particle blasting and high-pressure waterblasting shall be prohibited. The use of chemical cleaners on limestone shall be prohibited.
3. Major replacement of siding or roofing materials shall require approval by the City.
4. Required fence and landscape screening must be maintained. Call the City at 433-7151 for more information.
5. Contact the City for more information regarding property maintenance.

Q. DEMOLITION OR MOVING OF BUILDINGS

Preservation is a primary goal of the design review program. When an APD or Landmark building is demolished or moved, the character of that building's environment is compromised. For this reason, the demolition or moving of these buildings may only be permitted with the approval of the Board of Architectural Review. In order for such an approval to be granted, one of the following must be true of the building proposed to be demolished or moved:

1. The building constitutes a safety hazard as determined by the City;
2. The building is a deterrent to a major community improvement;
3. Rehabilitation of the building is not economically feasible; or
4. Retaining the building would not be in the interest of the community.

In cases where an extreme health or safety hazard exists, the Staff Assistant to the Board of Architectural Review may approve the demolition or moving of a building.

DESIGN REVIEW CRITERIA:

DEMOLITION OR MOVING OF BUILDINGS

1. The demolition or moving of APD and Landmark buildings requires the approval of the Board of Architectural Review. The Board may only approve a demolition or moving request if one or more of the demolition and moving criteria are met as stated in the Architectural Preservation District section of the Zoning Ordinance.
2. Consider alternatives to demolishing or moving a building. Think creatively about what uses the building *could* accommodate and actively market the building accordingly. Call the City (433-7151) to make sure that the uses would meet local zoning and building codes.
3. There are a number of community programs available that provide financial assistance for the rehabilitation of APD and Landmark properties. Contact the Centerville Planning Department (433-7151) for more information.

V. Glossary

Accessory Use, Building, Structure - a secondary use that is intended to service a primary use on the same lot. Example: a detached garage is an accessory use to a residence.

Alteration - an external change to an APD or Landmark property.

Appropriate - consistent or compatible with existing characteristics. Example: a brick addition is appropriate for a brick building because the proposed materials are consistent with the existing materials.

Architectural Preservation District (APD) - a special zoning district in Centerville that includes the historic downtown area. The APD is a design review district; the City regulates the design of buildings and related uses.

Blasting - a method of cleaning buildings that utilizes pressurized solid particles to abrade dirt from surfaces. Blasting damages historic building materials and is prohibited for APD and Landmark buildings.

Cantilever - a suspended building form that is anchored perpendicular to a supporting wall. Example: an awning is cantilevered from a building wall.

Compatible - creating a unified and harmonious appearance. Example: a brick wall is compatible with a stone foundation.

Cornice - a horizontal band that serves as a transition between a roof and a wall. A cornice may contain either profile lines or dentils.

Cupola - a turret-like window structure that projects above a roof.

Demolition - the destruction and/or removal of a building/structure or a part thereof. Substantial deterioration due to willful neglect may be construed as a demolition.

Dentil - a shape that is repeated in a horizontal row below the continuous band of a cornice.

Design Review District – a physically defined area, usually an historic commercial district or neighborhood, that is subject to architectural and design review by a public board or commission. Standards for design review must be adopted by the local government.

Dormer Window – a window that is built into a roof structure, parallel to the wall plane.

Elevation -- an exterior side of a building.

Facade – the front or streetside elevation of a building. The facade is typically more decorated than the other elevations.

Ground Floor Area – the total area of the ground floor of a building.

Historic – identified with a person, place, event, activity, trade, technology, construction method, architectural style, or other significant defining characteristic of American or world history that existed at least 50 years ago. The Planning Department utilizes a customized standard analysis for determining historic significance.

Human Scale – sizes, dimensions, and proportions associated with the human body. Example: a low wall that accommodates sitting is related to the human scale.

Landmark – an officially designated historic place, building, or structure that is subject to the City's design review regulations and procedures.

Legal Non-Conforming Use, Lot, Structure (including buildings and signs) – Some properties in the Architectural Preservation District contain uses that do not conform to the requirements of the Zoning Ordinance because the use(s) lawfully existed prior to the establishment of the current requirements. The Zoning Ordinance contains provisions for the continuation of legal non-conforming entities, provided the degree of non-conformity is not increased. Legal non-conforming uses, lots, and structures are not precedent-setting and shall not be construed as a basis or justification for permitting new entities that do not conform to the Zoning Ordinance. See the Zoning Ordinance.

Lintel – a horizontal architectural detail located directly above a wall opening. Lintels are typically composed of stone, concrete, or brick. Lintels were historically used to span bearing wall openings, supporting the masonry above.

Mass – the bulk of a building as defined by an object or shape. Large buildings should be composed of several masses integrated together.

Mullion/Muntin – a vertical/horizontal element used in a window grid to divide the window into smaller panes.

Preservation – the act or process of keeping, protecting, restoring, repairing, cleaning, and/or maintaining an historic building, structure, material, feature, detail, design, style, or appearance.

Profile – the outline of an object or shape.

Proportion – the ratio of width to height; applies to building mass, roof, walls, wall openings, architectural details, etc. Proper proportions fall into a certain range of ratios for particular building characteristics. Typical roof and wall ratios range from 5:1 to 1:1 (width to height). Typical window ratios range from 1:1 to 3:4. The appropriateness of a given proportion ultimately depends on the nature of the building design.

Rehabilitation – the act or process of altering a property for a suitable use while preserving the historic, architectural, and cultural value of that property.

Restoration – the act or process of accurately depicting a property as it appeared in a particular time in history through the removal of features from other periods and the addition of features from the subject period.

Riser – a horizontal wall or window that “rises” above the roof.

Scale – relative size; building size should bear a close relationship with the size of neighboring buildings and the human scale.

Setback – the distance a building, structure, or paved surface is located from a lot line. The Zoning Ordinance contains minimum setback requirements.

Sign – The Zoning Ordinance defines a sign as “any visual communication device utilizing a letter, a word, a number, a symbol, a picture, an object, color, illumination, or motion, the major function of such device being to convey visual information to or attract the visual attention of:

- a. a person within a public right-of-way; and/or,
- b. a person not on the premises on which the visual communication device is located.”

See the Zoning Ordinance for the full text regarding sign regulations.

Sill – a horizontal architectural detail located directly below a wall opening. Sills are typically composed of stone, concrete, or brick.

Traditional Materials – wood, brick, stone, i.e. building materials that were commonly used in the region prior to World War II.

Variance – a special exception to a City code requirement, which may be granted by the City in cases of unique hardship or practical difficulty.

VI. References

City of Centerville, Ohio. *Design Review Criteria for the Architectural Preservation District, City of Centerville, Ohio.* 1979. Prepared by Richard Solomon, Architectural Consultant for the National Trust for Historic Preservation.

City of Lebanon, Ohio. *City of Lebanon, Ohio Design Guidelines.* 1990.

City of Oxford, Ohio. *The Future for Oxford's Past: Design Guidelines for the City of Oxford's Historic Districts.* 1999.

City of Westerville, Ohio. *Uptown Westerville Design Guidelines.* 1995. Prepared by Jeffrey T. Darbee, Nancy A. Recchie, and Judith B. Williams.

German Village (City of Columbus), Ohio. *German Village Design Guidelines.*

Landmarks Foundation of Centerville-Washington Township, By-laws of the Corporation. Centerville, Ohio.

U.S. Department of the Interior, National Park Service. *Secretary of the Interior Standards for Rehabilitation.*

VII. Certification

I hereby certify that this document, entitled Design Review Criteria for Properties in the Architectural Preservation District and Landmark Properties, First Edition, is officially adopted by the Centerville Board of Architectural Review for design review and reference purposes. This certification shall be effective for a period of five (5) years from the date below. Upon expiration, the Board of Architectural Review shall either re-adopt this document or adopt a replacement.

Chair of the Board of Architectural Review

Date