

**City of Springboro  
Architectural Review Board**

**AGENDA**

**Monday, September 11, 2023, 6:00 p.m.  
Council Chambers, City Building, 320 West Central Avenue**

**Call to Order**

**Approval of Minutes**—August 14, 2023 meeting

**Hearing of Applications for Certificate of Appropriateness, Historic Preservation  
District/Protected Properties Design Standards**

- 200 South Main Street, projecting sign, window sign, and paint
- 20 South Main Street, exterior paint
- 140 South Main Street, siding colors for bell tower

**Other Business**

**Guest Comments**

**Adjournment**

## Notes for Monday, August 14, 2023 Architectural Review Board Meeting

### Hearing of Applications for Certificate of Appropriateness, Springboro Downtown Historic Preservation District/Protected Properties Design Standards

**210 South Main Street, ground sign.** Certificate of Appropriateness applicant request submitted by Brandy Skelton/Busy Bee Real Meals seeking approval to install a new sign on existing hardware for 210 South Main Street in the Historic District. The applicant is proposing to use the existing sign hardware a 12.25-square foot sign face in the front yard to the building. The sign has been approved by the Zoning Inspector for compliance with the sign code pending approval by the Certificate of Appropriateness.

Photos of the existing condition at 210 South Main Street are included in the meeting materials. Please see page 89 of the Design Standards for Streetscape Elements, Signs, regarding this application.

City staff recommends the following conditions be placed on any approval of this application by the Architectural Review Board:

1. Applicant to contact Springboro Building & Zoning Department following Architectural Review Board review to complete sign permit.
2. Applicant to contact the Architectural Review Board staff liaison (937-748-6183) to schedule an on-site inspection pending Architectural Review Board approval.
3. Certificate of Appropriateness expires six months after Architectural Review Board approval if not executed.

The property at 210 South Main Street (circa 1830 Cowan Residence) is a contributing structure to the Downtown Historic Preservation District.

**300 South Main Street, bell tower demolition, replacement.** Certificate of Appropriateness application request submitted by South Dayton Church of Christ, property owner of 300 South Main Street in the Historic District. This item is a follow-on to the discussions and approvals that took place at the April 17th and July 10th Architectural Review Board meetings. This property is also known locally as the Old Stone Church.

At the July 10th meeting the Architectural Review Board approved the restoration of the lower half of the wooden bell tower, the area where the bell would sit when the project is completed. The Architectural Review Board also approved changes to the previously approved plan to the upper half of the wooden bell tower that is the removal of the metal roofing and its replacement with shakes. City staff and the Architectural Review Board Chair meet the contractor and church representatives at the construction site on July 14th. This Certificate of Appropriateness request is a result of the July 10th review and the July 14th meeting and is a request for approval on the color for the shingles on the lower half. Color chips and a shingle from this area is included in the meeting materials and will be available at the meeting.

Also the July 14th site visit resulted in the following changes to the project and need to be incorporated into a motion of approval: dentil will not be incorporated into the restoration, no purlins will be used for the roofing, and new key details will be installed (existing keys will not be replaced).

City staff continues to look forward to working with the property owners on this situation. Staff has the following comments about the current proposal:

1. Provide sample to City staff of the upper roof shingle at discussed at the July 14th site meeting.
2. Continue to coordinate with Building Department on any and all permitting needed for completion of the bell tower restoration and install.
3. Indicate plans to externally light this portion of structure, if applicable, and coordinate with the Building Department on any permitting required.
4. Provide additional information on proposed residential screening for window openings on the stone portion of the bell tower.
5. Applicant to contact the Architectural Review Board staff liaison (937-748-6183) to schedule an on-site inspection pending Architectural Review Board approval.
6. Certificate of Appropriateness expires six months after Architectural Review Board approval if not executed.

The property at 300 South Main Street (circa 1895-1900, Universalist or Old Stone Church) is a contributing structure to the Downtown Historic Preservation District.

### **Other Business**

**2023 Historic Preservation Grant Program.** The application deadline for the 2023 Historic Preservation Grant Program is Monday, August 28th. The City is sending out a reminder postcard referring to the City website.

**Next Meeting.** The next regularly scheduled Architectural Review Board meeting is Monday, September 11, 2023 and will take place at 6:00 p.m. in Council Chambers in the City Building. The 2023 meeting calendar is enclosed.

Submitted by Dan Boron, AICP, Staff Liaison to Architectural Review Board, City of Springboro, and based on information provided as of Friday, August 11, 2023 at 12:00 p.m.