

APPENDIX A

Getting Approval to Change Historical Properties

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Applicant - Any owner, owners, person, persons, association, partnership, or corporation that applies for a Certificate of Appropriateness to undertake any change on property subject to chapter 1229 of the City of Springboro Zoning Ordinance.

Architectural Significance - Being exemplary of one or more periods or styles of architecture typical of one or more eras in the city's history, or being part of an assemblage of structures important to the city's history.
Certificate of Appropriateness - A certificate issued by the Architectural Review Board indicating that a proposed Change affecting a Protected Property is in compliance with the provision of Chapter 1229 of the City of Springboro Zoning Ordinance.

Change - Any restoration, new exterior construction, demolition, removal, protection, or preservation work, visibly affecting the exterior of a building or structure, or the grounds of, a Protected Property, but not including landscaping.

Contributing Structure or Site - Any structure or site within a Historic Preservation District which has been identified by Ordinance or Resolution of the City Council as having significant value in enhancing, identifying, or defining a District. All other structures or sites within a Historic Preservation District are noncontributing.

Demolition - The substantial deterioration or complete removal or substantial removal or destruction of any Contributing Structure or Site, located within a Historic Preservation District, or of any Landmark.

Historic Preservation District - an area which 1) includes structures having historic or architectural significance; and 2) is an identifiable area; and 3) has been designated as a Historic Preservation District by official action of the City Council.

Historic Significance - The attributes of a Historic Preservation District, Landmark, or Contributing Structure that possess integrity of location, design, setting, materials, workmanship, feelings, and association, and 1) are associated with events that have made a significant contribution to the broad patterns of our history, or 2) are associated with the lives of persons significant in our past, or 3) embody the distinctive characteristics of a type, period, or method of construction, or that represent a significant and distinguishable entity whose components may lack individual distinction, or 4) have yielded or may be likely to yield information important in history or prehistory.

Historic Site - The real property on which a structure having historic significance is located, or on which there is no structure but which is of itself of historical significance.

Historic Structure - Any improvement to real property which has historic significance.

Landmark - A structure or site with historical or architectural significance, not within or contiguous to a designated Historic Preservation District, which has been designated a Landmark by official action of the City Council.

Owner - The owner or owners of record of real property.

Protected Property - Any Contributing Structure or Site within a Historic Preservation District, and any Landmark, is a property protected by Chapter 1229 of the Springboro Zoning Ordinance, and subject to its regulations. All vacant lots within a Historic Preservation District are Protected Properties. If a noncontributing structure in a Historic Preservation District is damaged in excess of 50% of its then-current market value, or is to be enlarged by more than 50% of its floor area, such structure shall become a Protected Property for the purposes of Chapter 1229 of the Springboro Zoning Ordinance.

Site - One or more lots, parcels, or tracts of land which are historically, architecturally, functionally, or esthetically cohesive.

Building Permits

Permits are generally required for

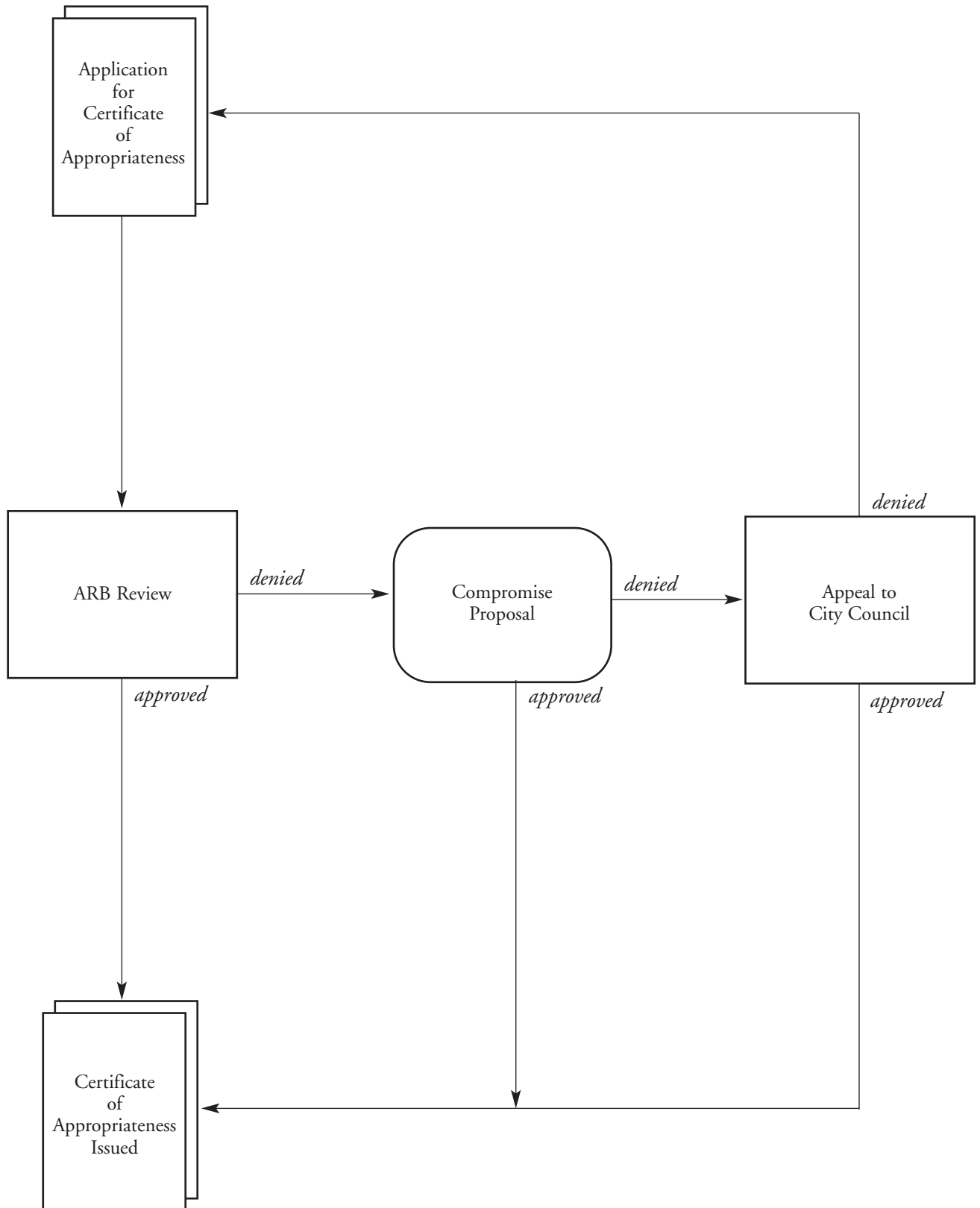
- New construction
- Additions
- Alterations
- Demolitions
- Installation of new signs

These processes are in their most basic form zoning processes; therefore, they require zoning approvals. This means you may have to apply for a Certificate of Appropriateness and obtain a building permit from the Building and Zoning Department. This permit assures compliance with the applicable building code as well as the zoning ordinance.

Repair work and replacement of materials to match existing construction generally do not require a permit.

For more information concerning obtaining a building permit, contact the Building and Zoning Department at (513) 748-9791.

Approval Process for New Construction, Additions, Exterior Rehabilitation, and Signs



Approval Process

City Ordinance Section 1229.07 states that

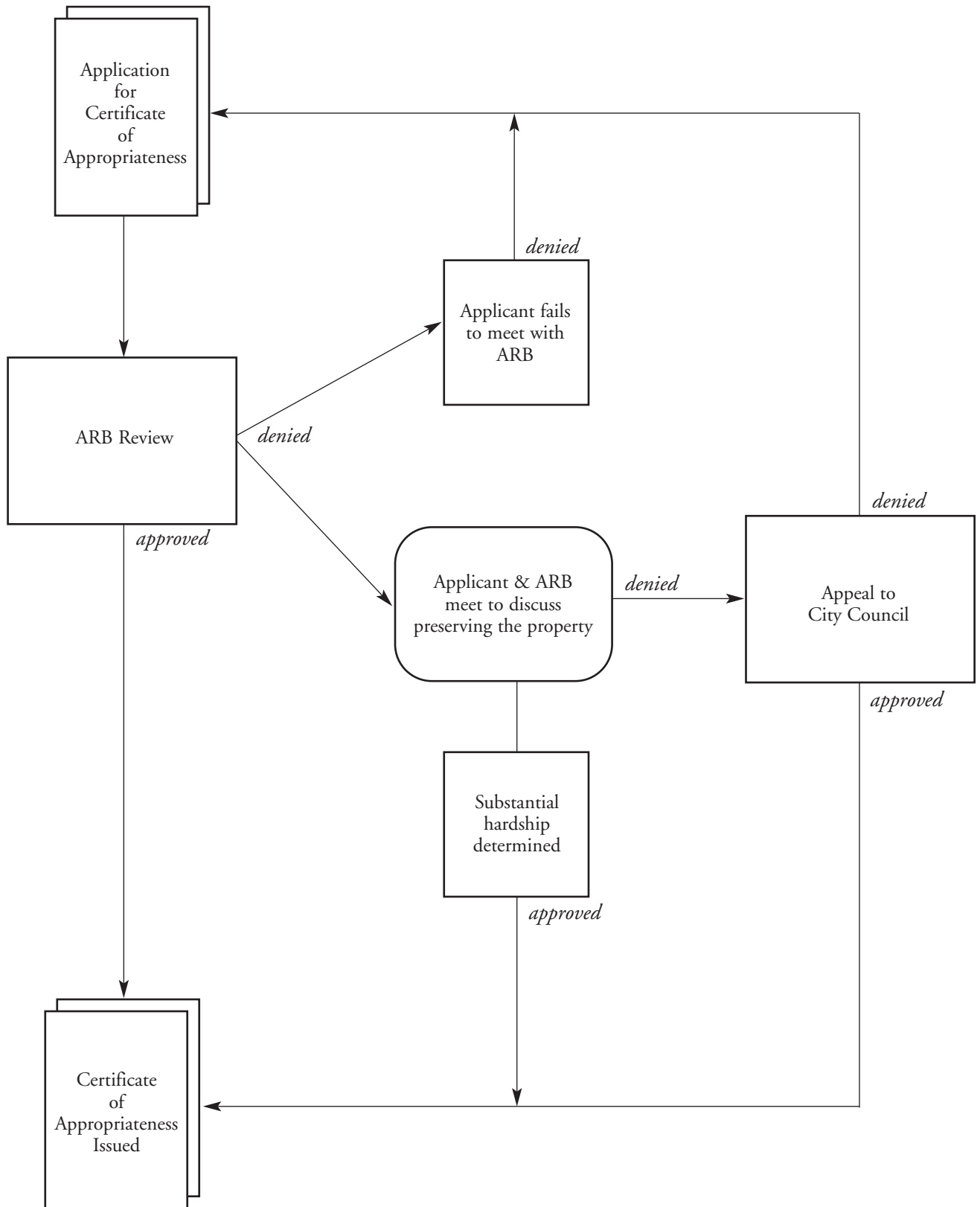
No Person shall make any change to any Protected Property without first obtaining a Certificate of Appropriateness.

As outlined on the facing page, requesting a Certificate of Appropriateness is a simple process:

1. Assemble the following information to be included with your application (see page A-10 for examples of this information.)
 - Site plan
 - Elevation(s)
 - Floor plan(s)
 - Detail section(s)
 - Photo(s)
2. Complete the application for a Certificate of Appropriateness in the Building and Zoning Office and attach the information you assembled in step 1. (See the application on pages A-7 and A-8.)
3. The zoning inspector will present your application to the Architectural Review Board (ARB) at their next regularly scheduled meeting. The ARB meets on the second Monday of each month at 7 P.M. in the City Council Chambers. Emergency sessions are scheduled as needed on the fourth Monday of the month. ARB meetings are open to the public.
4. When the ARB approves your application, you receive a Certificate of Appropriateness (see this certificate on page A-9).
5. When the ARB denies your application, it negotiates with you to develop a compromise proposal acceptable to both parties.
6. Should an agreement on an alternate plan not be reached, you may appeal to City Council.
7. Once an agreement is reached, you receive a Certificate of Appropriateness.

The City Planning Commission also must review and approve most site modifications and alterations.

Approval Process for Demolition of Historic Structures



Approval Process

City Ordinance Section 1229.07 states that

No Person shall make any change to any Protected Property without first obtaining a Certificate of Appropriateness.

As outlined on the facing page, requesting a Certificate of Appropriateness is a simple process:

1. Assemble the following information to be included with your application (see page A-10 for examples of this information.)
 - Site plan
 - Mitigation plan
 - Cost analysis
 - Photo(s)
2. Complete the application for a Certificate of Appropriateness in the Building and Zoning Office and attach the information you assembled in step 1. (See the application on pages A-7 and A-8.)
3. The zoning inspector will present your application to the Architectural Review Board (ARB) at their next regularly scheduled meeting. The ARB meets on the second Monday of each month at 7 P.M. in the City Council Chambers. Emergency sessions are scheduled as needed on the fourth Monday of the month. ARB meetings are open to the public.
4. When the ARB approves your application, you receive a Certificate of Appropriateness to proceed with demolition (see the certificate on page A-9).
5. When the ARB denies your application, you may appeal to the ARB, which may undertake a meaningful and continuing discussion to find a means of preserving the property.
6. Should an agreement on an alternate plan not be reached, you may appeal to City Council.

Application for
Certificate of Appropriateness,
Side One

**CITY OF SPRINGBORO, OHIO
ARCHITECTURAL REVIEW BOARD**

**APPLICATION FOR
CERTIFICATE OF APPROPRIATENESS**

Any exterior changes made to buildings, outbuildings, landscape, or features located within the Springboro Preservation District or to an individually designated historical landmark shall not be permitted unless and until a Certificate of Appropriateness for such action is issued by the Architectural Review Board. The Architectural Review Board will review plans and specifications, monitor work in progress, and administer Chapter 1229 of the Codified Ordinances of the City of Springboro.

Contact the City Planning Commission for the time and location of the Architectural Review Board meeting. You are welcome to appear before the Board in support of your application.

- Preservation District
- Historical Landmark

Property Address: _____

Owner: _____

Mailing Address: _____

Contact Person/Contractor: _____

Telephone: _____ Facsimile _____

(Notification of Architectural Review Board action will be mailed to owner, unless otherwise requested.)

- Request for:
- Principal structure
 - Carriage house, garage, outbuilding
 - Landscape/streetscape/trees
 - Other _____

DESCRIPTION OF WORK TO BE DONE

Be sure to specify the exact location on the structure, the nature of the work, the materials used, and the existing historic features repaired or replaced. Landscaping, fencing, etc., should include a sketch of the property showing the proposed location. In order to make an appropriate, fair, and timely decision, the Architectural Review Board may require additional detailed information such as sketches, photographs, and information about the proposed materials to be used (e.g., brochures, paint chips, catalog data). The Board will be happy to help you with this. For changes in paint colors and roofing, please complete the questions on the reverse.

Application for
Certificate of Appropriateness,
Side Two

Existing Fixed Colors:

- Existing roof color: _____
- Unpainted brick, house, or porch: _____
- other fixed colors: _____

If your project includes roofing, please describe the kind of material (slate, metal, asphalt/fiberglass, built-up flat roof, etc.) existing: _____

Is it dimensional? (Diamond-shaped, rounded, imitation wood shake or slate, standing seam metal, etc.) _____

Proposed new roof (manufacturer, color, material, pattern, etc.) _____

If your project includes repainting:

Paint manufacturer or color palette: _____

<i>Color Name</i>	<i>Color Number</i>	<i>Location on Structure</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Signature of Applicant: _____ Date: _____

FOR OFFICE USE ONLY

Application Filed: In Person By mail Fax
 From Building Department Phone

Taken by: _____ Date: _____

Date Received Architectural Review Board Office: _____ / _____ / _____

Scheduled for Meeting of: _____ / _____ / _____

Architectural Review Board Action on Request: _____

Project Completed as Approved? Yes No

CERTIFICATE OF APPROPRIATENESS

On this _____ day of _____, _____, the Springboro Architectural Review Board does hereby issue this Certificate of Appropriateness for the property located at _____.
The Springboro Architectural Review Board has examined the plans and approves the changes and/or improvements to be made to the above referenced structure as listed below:

DESCRIPTION OF PROPERTY CHANGES/IMPROVEMENTS:

The said changes/improvements listed above on this Certificate of Appropriateness do not constitute, in themselves, waivers from the City of Springboro building code, zoning code, or other regulations. Plans for changes to, addition to, and/or signage for property will still require review of the City Planning Commission and acquisition of appropriate permits.

It is the opinion of the Springboro Architectural Board that such proposed changes are in conformance with the character of the City of Springboro Preservation District as prescribed by Chapter 1229 of the Codified Ordinances of Springboro.

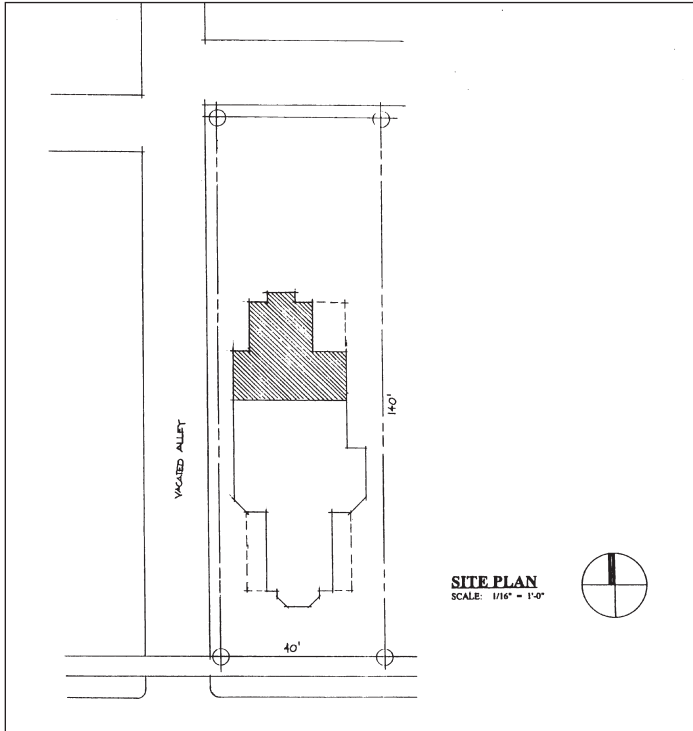
Date of Board Approval:

Signed by:

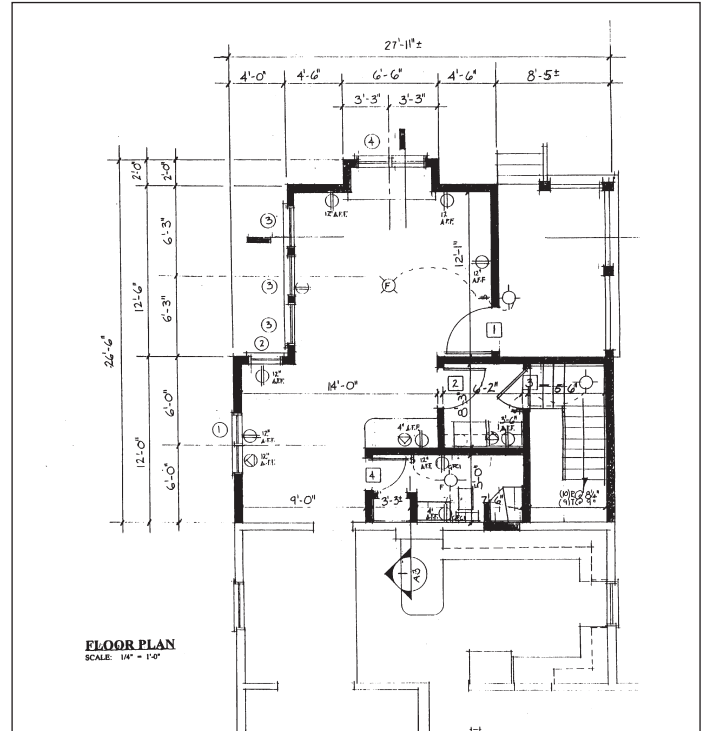
Architectural Review Board, City of Springboro, Ohio

Certificate of Appropriateness expires six (6) months after date of approval.

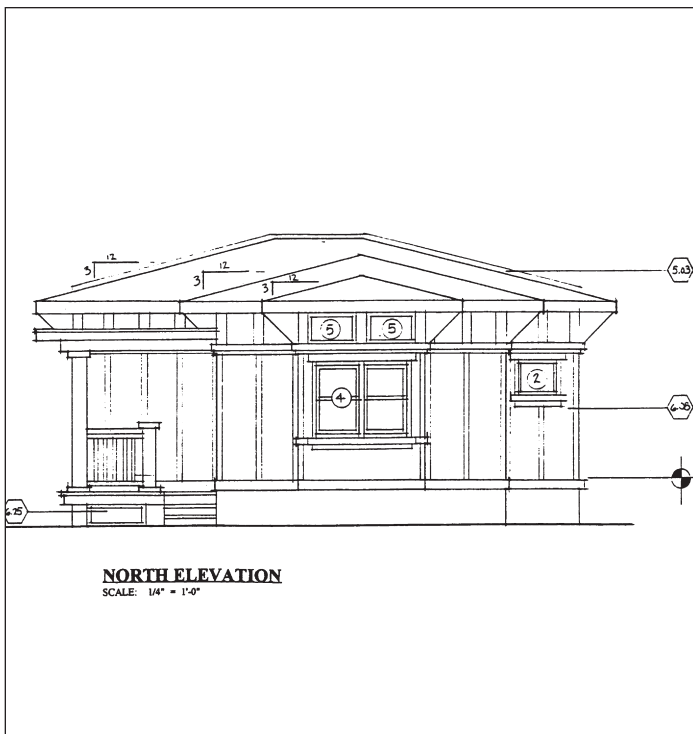
Sample of
Certificate of Appropriateness



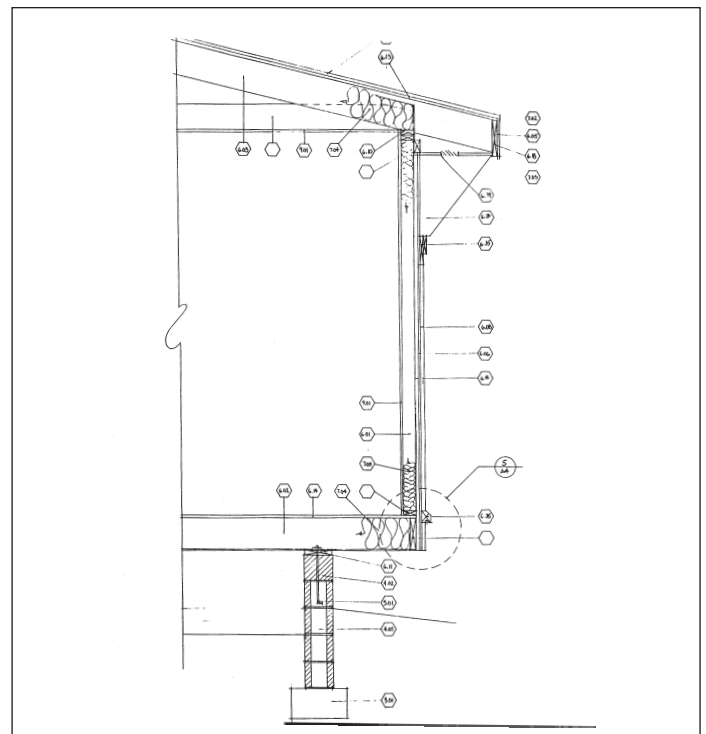
Site plan example



Floor plan example



Elevation example



Section example

**LIST OF LANDMARKS AS DEDICATED BY
THE CITY OF SPRINGBORO CITY COUNCIL**

1. Wright-Doyle House, 513 West Central Avenue

Designated on December 14, 1998.

This lovely home was built in 1853 by Aron Wright, son of the town's founder, Jonathan Wright. Aron, a physician, also served as president of the short-lived Miami Valley College in Springboro. The home is a community landmark in the truest sense of the word because of the prominent spot that it occupies near the center of the city. The house is also named in honor of Mary Doyle who was born in the house and lived there all of her 98 years until she passed away in 1997. The structure itself is an excellent example of early architectural style and workmanship, well preserved and well worth preservation.

2. Samuel McCray House, 300 McCray Boulevard

Designated September 6, 2001

The Samuel McCray House in its present form was built in 1928 as the result of a major reconstruction of an existing farmhouse. The 210-acre property included a farm that was developed into a golf course in the 1960s. This beautiful home remains as a reminder of the rural character of this area in the early 20th Century.

3. Null Log House, 544 Heatherwoode Circle

Designated September 6, 2001

The oldest on-site exposed log structure existing in Warren County, this structure was built (circa) 1798 by Charles and Christian Null. Natives of Virginia, the brothers were pioneer settlers of Clearcreek Township in the years prior to the arrival of Jonathan Wright. Charles Null lived the balance of his life in the home with his larger family. The Null Log House and adjoining property was purchased by the City of Springboro in the 1990s. The Log House was restored 1995-96 by the City, Springboro Area Historical Society, Springboro Historical Commission and scores of volunteers.

4. Jacob Null Homestead, 15 Keevers Point

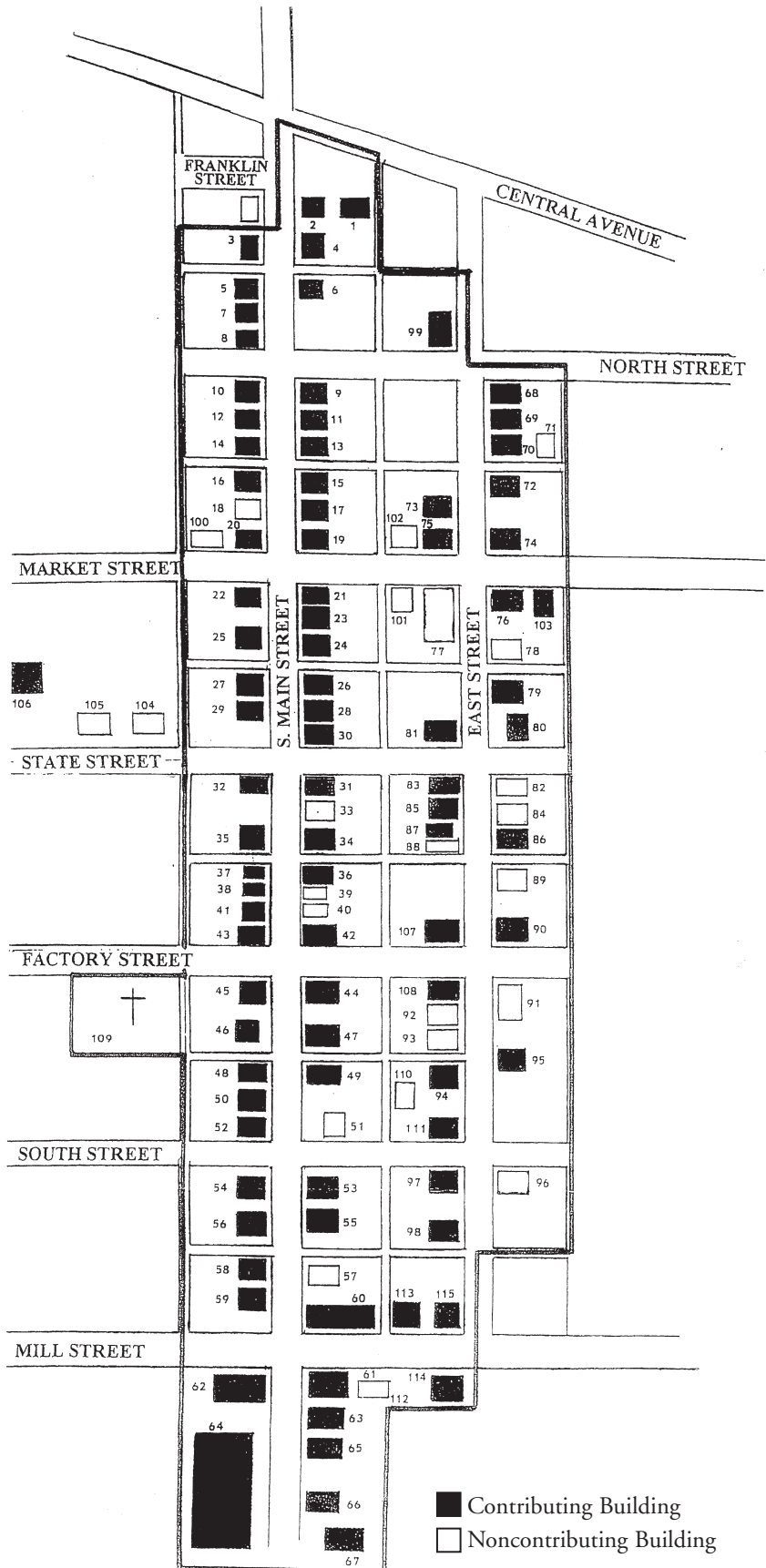
Designated September 6, 2001

This structure was built circa 1820 by Jacob Null, son of Charles Null, who came to the Springboro area from Virginia as a boy with his family in the 1790s. He raised his family of ten children in the home with his wife Nancy and lived there until his death in 1866. The home presently serves as a clubhouse for the Heatherwoode Farms residential development and is an important link to the original settlement of the area.

5. United Brethren Church Cemetery, Red Lion-Five Points Road

Designated September 6, 2001

The United Brethren Church and Cemetery was established in 1822 on this site on Red Lion-Five Points Road. The log church building is long gone following the relocation of the congregation to Springboro in 1874. The cemetery remains as the final resting place for many of the area's pioneer settlement families.



DOWNTOWN HISTORIC PRESERVATION DISTRICT PROPERTY LIST

<i>No. on Map #</i>	<i>Address</i>	<i>Historic Name</i>
1*	25 East Central Avenue	Griest Property – U.B. Church Parsonage
2*	20 South Main Street	Edward Moses Property
3*	35 South Main Street	Nathan Hunt – Chase Bradford Property
4*	40 South Main Street	Washington Hall, Morton House
5*	45 South Main Street	Trotter – Potts Property
6*	50 South Main Street	Carey House
7*	55 South Main Street	Job Borton Property
8*	65 South Main Street	Fox – Bauta Property
9*	100 South Main Street	Williams House
10*	105 South Main Street	Jonathan Stanton House
11*	110 South Main Street	Griffy Griffis House – Old Post Office – Wachter Property
12*	115 South Main Street	Dabney House
13*	120 South Main Street	William L. Dearth House
14*	125 South Main Street	David F. Corwin Property
15*	130 South Main Street	Rees – Haines Property
16*	135 South Main Street	Stanton Property, Haines House
17*	140 South Main Street	Lyceum, K of P Hall
18	143 South Main Street	Unknown
19*	150 South Main Street	William H. Seigfried House
20*	153 South Main Street	William H. Newport Store and Residence
21*	200 South Main Street	Jonah D. Thomas House – J.C. Merritt Grocery and Bakery
22*	205 South Main Street	Dearth House, Jonah Thomas House & Harness Shop, Springboro Library, Farmer's Bank of Springboro
23*	210 South Main Street	Possibly Elizabeth Cowman House
24*	220 South Main Street	William H. Newport House
25*	225 South Main Street	Pence-Bradstreet House
26*	230 South Main Street	William L. Peebles House, Thomas Property, Duke Property
27*	235 South Main Street	William Langsdon House
28*	240 South Main Street	Spring House
29*	245 South Main Street	M & J Wright General Store, John Reichel Dry Goods, W.H. Seigfried General Merchandise, Springboro Grange
30*	250 South Main Street	Joseph Stanton House
31*	300 South Main Street	Springboro Universalist Church
32*	305 South Main Street	Emmor Bailey Property, Henry Rees House, Jack Decker House
33	310 South Main Street	Unknown
34*	320 South Main Street	George Filbert Residence
35*	325 South Main Street	Springboro Town Hall
36*	330 South Main Street	Unknown
37*	335 South Main Street	Unknown
38*	337 South Main Street	Unknown

DOWNTOWN HISTORIC PRESERVATION DISTRICT PROPERTY LIST

<i>No. on Map #</i>	<i>Address</i>	<i>Historic Name</i>
39	340 South Main Street	Unknown
40	342 South Main Street	Unknown
41*	345 South Main Street	Joseph Laton (Layton) House, Edward & Ellen Null Residence
42*	350 South Main Street	Jeremiah Stansel House
43*	355 South Main Street	Ezekiel Cleaver General Store, Peter Sellers Residence, John Robinson Grocery Store
44*	400 South Main Street	Bateman House, James Griffin House
45*	405 South Main Street	IOOF Building
46*	415 South Main Street	Pence Residence
47*	420 South Main Street	Wallace Baird – George Beck House
48*	435 South Main Street	Tamsen Mullin House
49*	440 South Main Street	John Bateman Tannery Site, Joseph K. Haines Property, Lewis N. Miller House
50*	445 South Main Street	Unknown
51	450 South Main Street	Unknown
52*	455 South Main Street	Haines – Easton Property
53*	500 South Main Street	Samuel Sheets Property, Fred Mayne House
54*	505 South Main Street	Thomas Miller House
55*	510 South Main Street	James F. Bennett Property
56*	515 South Main Street	James F. Bennett Property – Daniel Weidner House
57	530 South Main Street	Unknown
58*	535 South Main Street	James Linder Property
59*	545 South Main Street	Daniel Weidner Property
60*	550 South Main Street	Ford Service Station / Garage
61*	600 South Main Street	Isreal Hibbard, James M. Janney, James Farr, Joseph S. Thomas Property
62*	605 South Main Street	German Reformed Church of Springboro
63*	610 South Main Street	Charles A. Haines – Grafton Bell House
64*	South Main Street	Clear Creek Township High School
65*	630 South Main Street	Unknown
66*	660 South Main Street	Joseph Penrose Property
67*	700 South Main Street	Joseph D. Stanton, Eli Somer Property
68*	100 East Street	George Archdeacon Property
69*	110 East Street	George Archdeacon – Joseph Mentz Property
70*	120 East Street	Unknown
71	East Street	Urban Barn
72*	130 East Street	Unknown
73*	135 East Street	Methodist Episcopal Church
74*	150 East Street	Noah Webb Property
75*	155 East Street	Methodist Episcopal Parsonage
76*	200 East Street	John Ford Property
77	205 East Street	Unknown
78	220 East Street	Unknown
79*	230 East Street	Jonathan J. Baner Property
80*	N.E. Corner East & State Str.	Blacksmith Shop
81*	255 East Street	M. Smith Property

DOWNTOWN HISTORIC PRESERVATION DISTRICT PROPERTY LIST

<i>No. on Map #</i>	<i>Address</i>	<i>Historic Name</i>
82	300 East Street	Unknown
83*	305 East Street	Joseph K. Haines Property
84	310 East Street	Unknown
85*	315 East Street	William S. Bedford Property
86*	320 East Street	Edward Nills – James Duke Property
87*	323 East Street	Unknown
88	325 East Street	Unknown
89	330 East Street	Unknown
90*	340 East Street	Charity Lynch Property
91	404 East Street	Unknown
92	415 East Street	Unknown
93	425 East Street	Unknown
94*	435 East Street	Unknown
95*	408 East Street	Sawmill Lot Building
96	500 East Street	William F. Hayner Property
97*	505 East Street	William F. Hayner House
98*	525 East Street	William Gregg House
99*	60 East North Street	Centennial Chapel of U.B. Church
100	20 West Market Street	Unknown
101	35 East Market Street	Unknown
102	80 East Market Street	Unknown
103*	125 East Market Street	Unknown
104#	50 West State Street	Unknown
105#	60 West State Street	Unknown
106*+	80 West State Street	Jonathan Wright Homestead
107*	50 East Factory Street	Jacob Bateman Property – Cyrus Farr House
108*	55 East Factory Street	William Nodler Property
109*	East Factory Street	Friends Cemetery
110	40 East South Street	Unknown
111*	60 East South Street	Elias Vickers Property
112	15 East Mill Street	Unknown
113*	40 East Mill Street	George Dumbacher Property
114*	45 East Mill Street	Jesse Wood Property
115*	50 East Mill Street	Unknown

* Denotes that this property is listed as a Contributing Structure or Site by Resolution of the City Council.

Denotes that the property is included in the Downtown Historic District listed on the National Register of Historic Places, but the property is **not** included in the City's Old Springboro Historic Preservation District.

+ Denotes that the property is included in the Downtown Historic District listed on the National Register of Historic Places, but the property is **not** included in the City's Old Springboro Historic Preservation District, however, the site **is** a designated City Landmark.