

Want to get involved?

Historic Dayton Lane (Dayton-Campbell board)

712 Dayton Street
Hamilton OH, 45011
5:30 PM Every First Monday of the Month

Historic German Village Inc (German Village board)

131 Village Street
Hamilton OH, 45011
5:30 PM Every Third Wednesday of the Month

Rossville Historic (Rossville Main-Street board)

Partners in Prime
140 Ross Avenue
Hamilton OH, 45013
6:00 PM Every Second Thursday of the Month

CONTACT INFORMATION and Board Meeting Schedule

For further information please contact
Community Development Department

Phone: (513) 785-7350

Fax: (513) 785-7349

Website: <http://www.hamilton-city.org>

Email: hamiltonhistoric@ci.hamilton.oh.us

COA CHECKLIST

STEP 1 Doing Work in Historic District or on a Historic Building?



STEP 2 (COA) Certificate of Appropriateness Application

NEED Supporting Items and Evidence with application
(Photos, Paint Swatches, Roof Samples, Brochures, Drawings, etc.)



STEP 3 Submit Application to Community Development Dept.



ADRB Meeting

Meets the First and Third Tuesdays,
Every Month

- Different Paint Colors
- Different Materials
- Change to Structure
- Change to Property
- Removing Items
- Addition of Items

- OR -

Like-For-Like (no changes)

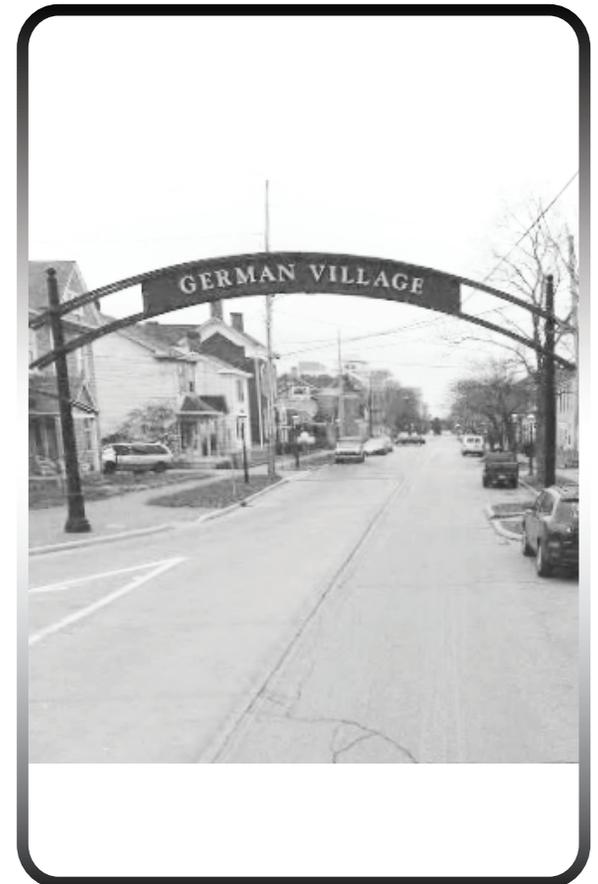
- No Change of Color
- No Change of Materials
- No Change to Property
- No Addition or Removal

Inner Office Approval - 2 to 3 Days

City of Hamilton
BUTLER COUNTY OHIO



Living In a Historic District



ABOUT US

The Architectural Design Review Board (ADRB) is responsible for reviewing alteration, construction, reconstruction, erection, removal or exterior work proposals that will affect the exterior architectural and/or historic features or appearance of a structure, site, monument, streetscape, or neighborhood that is subject to Hamilton's Architectural and Historic Preservation regulations.

The board is comprised of eleven members who represent each historic district and several organizations with vested interest in historic preservation and economic growth in Hamilton. In addition, a professional with an architectural background is also on the board. These members are appointed to two-year terms by their respective boards and confirmed by the City Manager.

The criterion used by the ADRB to review proposals comes from the Secretary of the Interior's Standards for Rehabilitation of Historic Buildings (including Preservation Briefs), the Hamilton City Zoning Ordinance, and the ADRB Policies and Guidelines for Decision Making. (All available at the City's Website or the Community Development Department.)

HISTORIC DISTRICTS

The City of Hamilton has three designated historic districts throughout the city limits.

German Village

North of Downtown Hamilton, including Hensel Race, Village, Linden, Buckeye, Erwin, Dayton, Riverfront, and North 2nd, 3rd & 4th.

Dayton-Campbell

East of Downtown, north of High Street and including Dayton Street, Campbell Avenue and North 7th, through 10th Streets.

Rossville-Main Street

West of Downtown including Main Street, Ross, Franklin, Millikin, A, B, C, D, E and F Streets

REVIEW PROCESS

As part of the Historic Design Review Process A CERTIFICATE OF APPROPRIATENESS (COA) MUST BE OBTAINED before any projects may begin in a designated Historic District (including Local Inventories and State of Ohio Historic buildings).

This is in addition to any other permit requirements or fees required by the proposal for the historic structure or property. (Such as Roof Permits, Sign Permits, relevant Building Permits, etc.)

Once a COA Application has been completed and submitted it will be evaluated and a decision rendered based on the type of request. Most project proposals will have to be presented and reviewed as part of an Architectural Design Review Board meeting (ADRB meeting), which occur twice a month, depending on whether the board has business requiring a meeting - such as COA proposal review. Applications for ADRB review are due one week prior to the meeting date.

Once a COA is issued, compliance with the provisions of the COA is essential, and will be monitored by Community Development Staff and/or ADRB Board Members.

HISTORICAL INVENTORIES

Certain older and historic buildings are included in either a local landmark inventory, namely the Central Area Building Inventory in Downtown Hamilton, or the State of Ohio Historic Inventory. Due to the City of Hamilton's status as a Certified Local Government (CLG), review of local historic landmarks and State Historic Inventory properties is required.

To find out if a property is State Historic, please contact the Community Development Department.

For Your Information

In some cases, the work may be considered Like-for-Like and/or Emergency and in this instance the ADRB Secretary may issue a COA on behalf of the board for immediate approval of work.

WHEN REVIEWS ARE NEEDED

ANY EXTERIOR WORK - to a property in a Historic District, Local Inventory, or State of Ohio Historic Inventory, must be reviewed. **Examples may include but are not limited to the following:**

PAINT

Painting the Structure; including Body, Siding, Trim, Accent, Windows, and any Visible Exterior Features; etc.

DESIGN

Different Roof Color; Replacing or Removing existing Doors, Shutters, Trim, Accent, Windows and Ornamental Features; adding third floor dormer, Enclose/Change/Remove/Adding a porch; etc.

MATERIAL

Replacing or Installing existing items with Vinyl, Aluminum, Composite, Steel, etc. (Notably, Windows, Siding, Doors, Soffits, Gutters); Changing Roof Material/Style/Form; Replacing Wooden Railings with metal; etc.

TEXTURE

Replacing Scalloped, Fishscale or Square Shingles with Different; Changing Roof Texture/Style; Replacing Decorative Porch Columns, Spindles, etc. with Straight Porch Columns; Changing Doors and Shutters from Panel to Louver; etc.

ARRANGEMENT

Blocking Up/Covering/Reducing/Changing or Adding Windows, Transoms, or Doors; Adding or Changing/Removing Features (such as Shutters; Awnings; Railing; Gables; Ornamental Work); etc.

STRUCTURE

Altering or Removal of Architecture Items (Box Gutters, Windows, Doors, Shutters, Soffits, etc); New Gutters; New Addition; Demolishing a Building or Garage; etc.

PROPERTY

For example, Signage; Partial or Complete Demolition of Structures; Adding or Changing a Fence; Adding a Ramp; Walls; New Structure; Paving Lots; etc.