

By: Mickelson

ORDINANCE NO. 03-2023

**AN ORDINANCE TO AMEND CHAPTER 1161 OF THE CODIFIED
ORDINANCES OF THE VILLAGE OF GRANVILLE, REGARDING THE
ARCHITECTURAL REVIEW OVERLAY DISTRICT**

WHEREAS, the Council of the Village of Granville, Ohio, has determined that it is necessary to update Chapter 1161 of the Codified Ordinances of the Village of Granville, in order to update processes and approval framework to the Architectural Review Overlay District.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Granville, Licking County, Ohio that:

Section 1. That Chapter 1161 of the Codified Ordinances is hereby amended to read as follows:

CHAPTER 1161

Architectural Review Overlay District

1161.01 Purpose and Boundaries.

1161.02 Zoning Permits Required.

1161.03 Procedures for Approval.

1161.04 Contents of the Application.

1161.05 Advisors.

1161.06 Standards and Criteria.

1161.07 Demolition Permit Required.

1161.08 Demolition by Neglect.

1161.09 Appeals

CROSS REFERENCES

Zoning Certificate Procedures - see P. & Z. 1159.04 et seq.

1161.01 PURPOSE AND BOUNDARIES.

The Village of Granville was first settled in 1805. Buildings in the community reflect the architectural styles of every period from the early nineteenth century to the present and demonstrate the Village's ties to the past. The Village District itself has become a source of pride, enjoyment and prosperity to the residents of the entire area. It attracts many visitors each year. In the interest of promoting and protecting the public health, safety, general welfare and prosperity, there is hereby established the Architectural Review Overlay District which shall have the boundaries as shown on the Official Zoning Map. The District may be expanded by amendment to this chapter. (Ord. 15-08. Passed 1-7-09.)

1161.02 ZONING PERMITS REQUIRED.

The purpose of the Architectural Review Overlay District is to preserve and encourage good architectural styles within the Village, reflecting the distinct phases of the Village's history. Therefore, in addition to the other requirements of this Zoning Ordinance, all applications for Zoning Permits in the Architectural Review Overlay District shall be subject to the following guidelines to determine if the proposed project

- (a) Is stylistically compatible with other new, renovated and old structures in the Village District.
- (b) Contributes to the improvement and upgrading of the historical character of the Village District.
- (c) Contributes to the continuing vitality of the District.
- (d) Protects and enhances examples of the physical surroundings in which past generations lived. (Ord. 15-08. Passed 1-7-09.)

1161.03 PROCEDURES FOR APPROVAL

- a. Applications shall be subject to Planning Commission review if,
 - 1. The application proposes changes of any type to a contributing structure as outlined in the Granville Multiple Resources Area;
 - 2. The application proposes addition, expansion, renovation, or remodeling of an existing structure that would add an additional 20% of enclosed square footage to the existing structure;
 - 3. The application proposes changes to the architectural style of the structure;
 - 4. The application proposes construction of an accessory structure of 144 square feet or greater; or
 - 5. The application proposes construction of a new primary structure.

- b. Those applications not specifically enumerated in section (a) above shall be considered administrative review and approval items. Applications subject to administrative review shall abide by the guidelines for zoning permits as outlined in Chapter 1137 of this Code.

- c. During the course of administrative review and approval under section (b) above, and if deemed appropriate by the Planning & Development Director, an application may be forwarded to Planning Commission for their review.

1161.04 CONTENTS OF THE APPLICATION.

(a) The application shall contain, in addition to the information required by Chapter 1159:

- (1) Elevation showing the proposed changes.
- (2) A description of or a sample of materials to be used in the proposed project.
- (3) Where the proposal is for renovation or modification of an existing structure, the original date of construction of the building, if known.
- (4) Site plan, including massing and relationships to other structures on the block face.
- (5) Any other reasonable items deemed necessary by the Planning & Development Department for the purpose of review and approval of the application

(b) The applicant may submit photographs, sketches or other material to illustrate the proposed project. The Planning Commission, or the Planning & Development Director, may request such additional information as is deemed necessary to review the application for compliance with this chapter.

(c) If the application is submitted in conjunction with an application for new construction, a change in use, or rezoning, the plan review shall occur simultaneously with the architectural review. All applications for architectural review shall be acted upon within thirty days (unless waived by the applicant) from the date the application was received by the Planning & Development Department. The application may be approved as submitted, may be conditionally approved, or may be rejected.

1161.05 ADVISORS.

The Planning Commission may retain an architect/advisor who need not be a resident of the Village, with approval of the Village Council.

1161.06 STANDARDS AND CRITERIA.

In reviewing an application, the Planning Commission shall determine, based on submitted materials, whether the proposed architecture follows or exemplifies any one or a combination of the following architectural styles:

- | | |
|----------------------------|---------------|
| Colonial | Greek Revival |
| Dutch Colonial | Victorian |
| French Colonial | Italianate |
| Georgian | Second Empire |
| Federal/Adamesque | Chateausque |
| Jeffersonian/Roman Revival | Homestead |

Richardsonian Romanesque
American Foursquare
Tudor

Queen Anne
Craftsman
Bungalow

These styles are considered consistent with existing architecture in the Village, and depict the objectives of the Comprehensive Plan. So also must the Commission consider the "tout ensemble," or the totality of an architecturally or historically unique area.

In reviewing an application, the Planning Commission shall also consider the following:

- (a) Height. The height of the building shall be measured at the ridge line or the parapet. All new construction should be within ten percent (10%) of the average height of the existing structures on the block face, unless the structures are of a potential landmark character, or the Planning Commission finds that it is not in the best interest of the community that a common height be maintained.
- (b) Building Massing. In evaluating building massing, such characteristics as the building width, height, surrounding setbacks and style shall be considered in relationship to all other structures on the block face. This relationship between buildings should allow for consistency of style, size and density in each given neighborhood area.
- (c) Roof Shape. Roof shape is particularly significant in low buildings or buildings which will be seen from a distance or from above. Roof forms and materials may relate to surrounding buildings. Tall building roof shapes should be evaluated from the logical point or points from where they would be viewed rather than from a straight elevation.
- (d) Materials and Texture. Materials and texture are particularly important in terms of their relationship to surrounding buildings and the use of natural materials should be encouraged. Brick color from actual samples should be evaluated. In many cases, through the skillful use of color, significant compatibility with the surrounding environment can be developed.
- (e) Use of Details. In evaluating building details, the primary concern is for appropriateness to the scale and overall design concept of the building and its environment. Building details may attempt to recall the spirit of an earlier period detailing in contemporary application. If the applicant chooses to reproduce historic details, such as colonial window treatment, etc., it becomes important that some historical authenticity is maintained. In older structures, detailing may be highlighted through painting.
- (f) Use of Live Plant Material. Planting materials should be evaluated on their use for accentuating and highlighting the architectural details of screening undesirable areas such as vacant lots, parking and mechanical equipment (e.g. air conditioning units, generators, dumpsters, etc.). Planting and landscaping are particularly important where parking lots are utilized. Larger parking lots (over fifteen cars) should be broken up by interior landscaping, preferably at the ends of parking aisles. Where year-round screening is required, evergreen planting is appropriate.
- (g) Use of Landscape Design. Other elements of exterior design, such as walls, become a part of the building and tie it to adjoining structures or give it additional character. Lighting is particularly important, both from the standpoint of providing light to the pedestrian as well as affecting the view of the building in the evening hours. Lighting shall be screened from any potential of shining directly into pedestrians' or auto drivers' eyes. When appropriate, the applicant should provide a lighting plan as seen at night, or a photometric plan. Downlighting shall be used unless preempted by other rules or regulations.
- (h) Enhancement of Pedestrian Environment. Where possible, elements which can contribute to the quality of the pedestrian environment and other public amenities should be promoted. Included among these may be benches, water fountains, seating areas, arcades, awnings or canopies. Increasing the quality of the pedestrian environment is one of the major themes of this Zoning Ordinance. Improving circulation and developing new pedestrian routes, such as mid-block connections, are particularly desirable.
- (i) Signage. As regulated by the sign regulations, signage will be most significant in communicating the character of the building. Signage should be discreet and minimal. Signs oriented to the pedestrian should be small in scale; those oriented toward automobile traffic may be larger.

Color should be subdued, and where appropriate, the architectural character of the sign should be consistent with that of the building. Signs flush on the building face are in many cases preferable to projecting signs.

- (j) Other elements necessary to determine appropriateness of the proposed changes. (Ord. 30-05. Passed 9-7-05.)

1161.07 DEMOLITION PERMIT REQUIRED.

(EDITOR'S NOTE: Former Section 1161.06 was repealed by Ordinance 25-05, passed July 6, 2005.)

1161.08 DEMOLITION BY NEGLECT

- (a) The owner, lessee, or other person in actual charge of a building or property within the Granville National Historic District (National Park Service Reference Number 80003138, listed 11/28/1980), as described on the map contained within the official document, shall comply with all applicable codes, laws, and regulations governing the maintenance of property. It is the intent of this section to preserve those buildings and properties within the Granville National Historic District from deliberate or inadvertent neglect. It is further the intent of this section to preserve the architectural & structural integrity and historical value of those buildings and properties within the Granville National Historic District. All such buildings and properties within the Granville National Historic District shall be preserved against such decay and deterioration, and shall be free from structural defects through prompt corrections of any of the following defects:

1. Facades which may fall and injure members of the public or property.
2. Deteriorated or inadequate foundation, defective or deteriorated flooring or floor supports, deteriorated walls or other vertical structural supports.
3. Members of ceilings, roofs, ceiling and roof supports or other horizontal members which sag, split or buckle due to defective material or deterioration.
4. Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations or floors, including broken windows or doors.
5. Defective or insufficient weather protection for exterior wall covering, including lack of paint or weathering due to lack of paint or other protective covering.
6. Any fault or defect in the building which renders it not properly watertight or structurally unsafe."

The Village may obtain the services of a structural engineer, architect, or historic preservation expert in determining what repairs must be made. However, such services are not a requirement of issuance of a notice of violation.

- (b) The building or property owner, lessee, or other person in actual charge of the building or property shall be served with a letter of violation, delivered by certified mail, as well as hand delivered to the property. The letter shall outline the violation(s) of this section, and include corrective actions that must be taken to bring the building or property into compliance. The letter shall provide for a reasonable period within which the repairs must be made. Said letter shall also provide a hearing date for Planning Commission, at which time the letter of violation will be discussed, and the building or property owner, or their representative, along with members of the public, shall have the opportunity to respond to the violations. Planning Commission will determine whether to uphold, amend, or dismiss the violations of this Section. This hearing will be carried out during a regular meeting of the Planning Commission, and shall be subject to the rules and procedures as found in this Zoning Code.
- (c) A building or property owner, lessee, or other person in actual charge of the building or property may appeal the Planning Commission decision to the Board of Zoning & Building Appeals. Such appeal shall be made within ten business days, excluding national holidays and weekends, from the Planning Commission decision. The Board of Zoning & Building Appeals shall determine whether to uphold, amend, or rescind the violations. The hearing will be held during a regular meeting of the Board of Zoning & Building Appeals, and shall be subject to that body's rules and procedures contained within this Zoning Code.
- (d) A building or property owner, lessee, or other person in actual charge of the building or property may appeal the Board of Zoning & Building Appeals decision to the Village Council. Such appeal shall be made within ten business days, excluding national holidays and weekends, from the Board of Zoning & Building Appeals decision.

- (e) Violations of this section are subject to a \$500.00 fine, per day. Days begin accrual once the initial date of Planning Commission hearing has passed. Accrual shall pause upon submittal of appeal in conformance with this Chapter. The Village Manager, or their designee, shall have the authority to reduce or suspend all or a portion of fines.

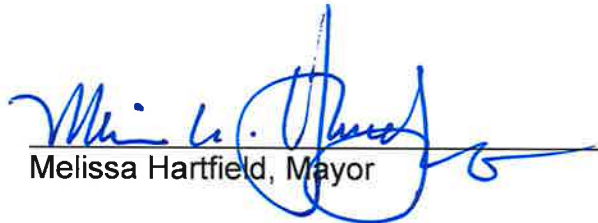
1161.09 APPEALS.

1. Appeals from decisions of the Planning Commission with respect to an application submitted for architectural review may be had as provided in Chapter 1141. Appeals of administrative decisions shall be returned, in writing, within ten (10) business days to the Clerk of Council. Appeals of administrative decisions shall be considered by the Board of Zoning and Building Appeals, in accordance with Chapter 1139 of the Zoning Code

(Ord. 23-99. Passed 6-16-99.)

Section 2. This ordinance shall become effective upon the earliest date allowed by the laws of the State of Ohio and the Charter of the Village of Granville.

Passed this 18th day of January, 2023.


Melissa Hartfield, Mayor

ATTEST:


Clerk of Council

APPROVED AS TO FORM:


William Mattes, Law Director