

**May 26, 2015**

Chairman Bayliff called the meeting of the Tipp City Restoration and Architectural Board of Review to order on Tuesday, May 26, 2015 at 7:30 pm. Other Board members in attendance included: Joel Gruber, Karen Kuziinsky, Vonda Alberson, Ralph Brown, and Ann Harker. Also in attendance were City Planner/Zoning Administrator Matthew Spring and Board Secretary pro-tem, Kelly Rowlands.

Citizens signing the register: Rodney Kidwell.

#### Absence

Chairman Bayliff noted that Ms. Cox notified her that she would not be able to be on the board any longer and was not sure of the steps she was going to take to make that happen. Mr. Brown **moved to excuse Ms. Nancy Cox from the meeting**, seconded by Ms. Harker and unanimously approved. **Motion carried.**

#### Minutes

Chairman Bayliff asked for discussion. Being no further discussion, Mr. Brown **moved to approve the January 27, 2015 meeting minutes as written**, seconded by Ms. Harker. **Motion carried.** Ayes: Gruber, Harker, Kuziinsky, Bayliff, and Alberson. Nays: None. Mr. Brown abstained from the vote.

#### Chairman's Introduction

Chairman Bayliff explained Board procedure to all present to include the order of business; the appeal process; citizens wishing to speak for or against a request; and the acquisition of all required permits upon any approval.

#### Citizens Comments Not on the Agenda

There were none.

#### New Business

**Rodney Kidwell - 215 W. Main St. - Lot: Inlot 140:** The applicant requested an approved Certificate of Appropriateness for the installation of 17 aluminum storm windows on the residential home located at 215 W. Main Street.

**Zoning district:** R-2/RA – Two-Family Residential/Old Tippecanoe City Restoration and Historic District

**Tipp City Code Section(s):** § 154.05(C)

Mr. Spring stated that the applicant the applicant requested an approved Certificate of Appropriateness for the installation of 17 aluminum storm windows to be installed on all windows for the residential home located at 215 W. Main Street.

Mr. Spring also stated that the proposed aluminum storm windows were ClimateRite™ windows manufactured by Larson® and would be white in color.

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Excerpt from the Design Manual on Roofs, Gutters and Downspouts

**Standards and Guidelines for Windows**

- 1) *The original windows, window components, window openings, and window patterns shall be maintained and preserved to the maximum extent feasible.*
- 2) *Replacement windows may be permitted when the new or refurbished windows match the original window in size, shape, design, and material. Matching the size and thickness of muntins and mullions is especially important to keep from losing the style of the building.*
- 3) *Replacement windows clad in materials other than wood or vinyl (See # 8 below.) may be permitted if the Restoration Board finds that the proposed material or design maintains the architectural character of the building.*
- 4) *Old "wavy" glass should be replaced with glass similar in appearance.*
- 5) *In multi-pane windows, the replacement of one pane with dissimilar glass can adversely affect the overall appearance of the window and as such, this type of glass replacement is prohibited.*
- 6) *The addition of snap-in grids or grids placed between full panes of glass to give the appearance of a multi-pane sash is prohibited.*
- 7) *Windows of an architectural style or era different than the original building shall not be used.*
- 8) *New or replacement storm windows (exterior) should be of wood or metal with a painted finish. The use of interior storm windows shall not require a COA.*
- 9) *Window openings should not be reduced or enlarged in size, especially on street facades.*
- 10) *If new windows are to be installed where there previously was no window opening, the new windows should match the existing windows in the building in shape, size, design, material, and spacing between windows. New opening shall be of the same size and height as other window openings.*
- 11) *The closing or filling of window openings on the side or rear façade shall be discouraged unless the Restoration Board finds that such windows do not contribute to the historic nature of the building and can be closed without loss of a unique architectural element. In doing so, the Restoration Board may require that the opening be filled in a manner that retains the original sills and lintels.*

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12) *The closing or shuttering of a window opening on a side or rear façade if it is closed through the installation of operable shutters that are closed and latched into position to maintain the appearance of a window.*

13) *The replacement of wood windows with vinyl windows shall be prohibited. The replacement of wood windows with vinyl clad windows may be permitted if the applicant demonstrates that the replacement windows will not detract from the historic character and style of the building, as determined by the Restoration Board.*

14) *The installation of vinyl storm windows shall be prohibited. The installation of vinyl clad storm windows may be permitted if the applicant demonstrates that the storm windows will not detract from the historic character and style of the building, as determined by the Restoration Board.*

15) *The closing or filling of window openings on the primary façade of a building or on any façade that faces Main Street shall be prohibited.*

Mr. Spring stated that if the Restoration Board approved the request a Certificate of Appropriateness would be issued in accordance with code.

Mr. Rodney Kidwell, 215 W. Main Street, Tipp City, Ohio approached the dais. Mr. Kidwell Stated that he would like to install aluminum storm windows over the existing windows that were replaced in 1990. Mr. Kidwell noted that aluminum storms over replacement windows were more feasible. Mr. Kidwell noted that if he decided to paint the white on the windows that he would come back to the Board.

Board Members found the following: Windows were actually sashes not windows and leak at the bottom sash; seventeen windows; color preferred was white and almond was not available;

Chairman Bayliff asked for further discussion. There being none, Mr. Brown **moved to approve the Certificate of Appropriateness as amended**, seconded by Ms. Alberson. **Motion carried.** Ayes: Brown, Alberson, Kuziinsky, Harker, Gruber, and Bayliff. Nays: None.

#### Old Business

There was none.

#### Miscellaneous

There was none.

#### Adjournment

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Chairman Bayliff asked for further discussion or comments. There being none, Ms. Kuziinsky **moved for adjournment**, seconded by Ms. Harker and unanimously approved. **Motion carried.** Meeting adjourned at 7:38 p.m.

APPROVED: \_\_\_\_\_

*J. M. G.*  
VICE - Board Chairman Lauryn Bayliff  
JOEL GRUBER

ATTEST: \_\_\_\_\_

*Kimberly Patterson*  
Kimberly Patterson, Board Secretary