

**August 23, 2016**

Chairman Lauryn Bayliff called the meeting of the Tipp City Restoration and Architectural Board of Review to order on Tuesday, August 23, 2016 at 7:33 p.m. Other Board members in attendance included: Ralph Brown, Ann Harker, Vonda Alberson, and Heather Wendel. Also in attendance were City Planner/Zoning Administrator Matthew Spring and Board Secretary Laura Tobias.

Citizens signing the register: none

#### Absence

Chairman Bayliff announced that Mr. Gruber had made the board aware that he would be absent. Ms. Alberson **moved to excuse Joel Gruber from the meeting**, seconded by Mr. Brown and unanimously approved. **Motion carried.**

#### Minutes

Chairman Bayliff asked for discussion. Being no further discussion, Ms. Harker **moved to approve the June 28, 2016 meeting minutes as written**, seconded by Ms. Wendel. **Motion carried.** Ayes: Harker, Wendel, Brown, Bayliff, Alberson. Nays: None

#### Citizens Comments Not on the Agenda

There were none.

#### 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.

#### New Business

**Keith Long – Proprietor of Sam & Ethel's and property owner (Land Contract) – 120 E. Main St. – Lot: Pt. IL 24** – The applicant seeks an approved Certificate of Appropriateness for the removal of the existing "black" colored 3-tab asphalt shingles and replacement with "black" dimensional shingles, for the structure located at 120 E. Main Street (Sam & Ethel's Restaurant).

**Zoning District:** CC/RA – Community Center/Old Tippecanoe City Restoration and Historic District

**Zoning Code Section(s):** § 154.05 (C)

Mr. Spring stated that the applicant seeks an approved Certificate of Appropriateness for the removal of the existing "black" colored 3-tab asphalt shingles and replacement with "black" dimensional shingles, for the structure at 120 E. Main Street, which is known as Sam & Ethel's Restaurant. The proposed shingles are *Dynasty* shingles manufactured by *IKO*, and provide a limited lifetime warranty.

Mr. Spring indicated that he had included the Standards and Guidelines for Roofs, Gutters, and Downspouts for the Board's review, and mentioned that, unfortunately, Mr. Long was not present that evening. Mr. Spring offered to address any additional questions.

#### Excerpt from the Design Manual on Roofs, Gutters and Downspouts

##### **Standards and Guidelines for Roofs, Gutters, and Downspouts**

- 1) The original roofing materials, shape, overhang style, roof structure, gutters, and downspouts shall be maintained and preserved to the maximum extent feasible.

**August 23, 2016**

- 2) If the roof or roof material is to be replaced, restoration to the original roof style, material, shape, and color is preferred. Metal roofs, if replaced, should be replaced with standing-seam metal roofing.
- 3) Changing the original roof shape or adding features inappropriate to the essential character of the roof, such as oversized dormer windows or connected dormers, is discouraged.
- 4) The replacement of an asphalt shingle roof with asphalt shingles is acceptable. Generally, light colored shingles are not appropriate because they are a more modern development.
- 5) The use of asphalt shingles as valley flashing is strongly discouraged. Copper, galvanized metal, and rolled aluminum with a baked-enamel finish are more appropriate choices for valley flashing than today's woven shingle technique.
- 6) Removing elements such as chimneys, skylights, light wells, dormers and cupolas that are part of the architectural style or era of the building's roof is not appropriate.
- 7) Low-profile ridge vents are not appropriate if they detract from the original design and destroy historic roofing materials or design.
- 8) Skylights, roof decks, and roof gardens may be permitted if they do not detract from the architectural character of the building. Generally, the use of skylights, roof decks, or roof gardens on a façade facing a public right-of-way is discouraged because of increased visibility and incompatibility with most architectural styles.
- 9) To the maximum extent feasible, the original roof materials should be retained. In cases where new roofing is required, the materials should match the old in composition, size, shape, color, and texture. Preserve or replace, where necessary, all architectural features that give the roof its essential character such as dormer windows, cupolas, cornices, brackets, chimneys, cresting, and weather vanes.
- 10) Adding antennae, satellite dishes, skylights, solar collectors and the like on the front of a building or street elevation. These items should be installed on non-historic accessory buildings or on non-character-defining areas of the roof that are not prominently visible from the streets.
- 11) Modern hanging gutters shall only be permitted on the side and rear of the building and shall not be located on the façade facing a public right-of-way. Hanging gutters should be half-round.
- 12) Exposed gutters and downspouts that are not made of copper should be of a color similar to the color of the structure or other trim.
- 13) Baked enamel finishes are preferred for gutters, downspouts, and flashings, rather than bare aluminum, zinc, or galvanized steel. Copper flashings and gutters should be kept unpainted.
- 14) New downspouts shall be round in shape.
- 15) Cast iron boots, scuppers, and other ornamental roof accessories shall be cleaned, repaired, and painted.

**August 23, 2016**

Chairman Bayliff commented that replacing old shingles with new shingles seemed to indicate a very "cut and dry" case. She was unclear if the roof would be a complete tear off.

Mr. Spring responded that it was not mentioned, but Mr. Long specifically said "replace", therefore it is assumed that it is a complete tear off.

Ms. Alberson inquired if there would be any fascia replacement in addition to the shingle replacement.

Mr. Spring responded that the only repairs requested were for the shingles, and no other specific repairs to the fascia or any other elements of the roof were requested.

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

Old Business

There was none.

Miscellaneous Business

There was none.

Adjournment

Chairman Bayliff asked for further discussion or comments. There being none, Ms. Bayliff **moved for adjournment**, seconded by Ms. Alberson and unanimously approved. **Motion carried.** Meeting adjourned at 7:37 p.m.

ATTEST:

  
Board Secretary

APPROVED:

