

CITY OF DELAWARE
HISTORIC PRESERVATION COMMISSION
AGENDA
CITY COUNCIL CHAMBERS
1 SOUTH SANDUSKY STREET
7:00 P.M.

March 25, 2015

1. ROLL CALL
2. APPROVAL of the Motion Summary of the Historic Preservation Commission meeting held on February 25, 2015 as recorded and transcribed.
3. REGULAR BUSINESS
 - A. 2015-0341: A request by St. Mary Catholic Church for a Certificate of Appropriateness for the demolition of the rear vacant garage and installation of parking lot at 23 South Union Street which is zoned R-6 (Multi-Family Residential) District and located in the Residential Sub-District of the Downtown Historic District Overlay.
 - B. 2015-0411: A request by the Delaware County Board of Commissioners for an informal review of the proposed County Courthouse Building Expansion affecting parcels associated with the Delaware County Services Building (Hayes Building) at 140 North Sandusky Street, which are zoned B-2 (Central Business) District and R-3 (Single-Family Residential) District and located in the Transitional Sub-District of the Downtown Historic District Overlay.
4. COMMISSION MEMBER COMMENTS AND DISCUSSION
5. NEXT REGULAR MEETING: April 22, 2015
6. ADJOURNMENT

HISTORIC PRESERVATION COMMISSION
February 25, 2015
MOTION SUMMARY

ITEM 1. Roll Call

Chairman Koch called the meeting to order at 7:01 p.m.

Members Present: Joe Coleman, Kim McMullen, Sherry Riviera, Councilman Chris Jones, Vice-Chairman Hatten and Chairman Roger Koch

Members Absent: Erinn Nicley

Staff Present: Lance Schultz, Zoning Administrator and Dianne Guenther, Development Planner

ITEM 2. APPROVAL OF MOTION SUMMARY of the Historic Preservation Commission meeting held on January 28, 2015, as recorded and transcribed.

MOTION: Vice-Chairman Hatten moved to approve the motion summary of the Historic Preservation Commission meeting held on January 28, 2015, as recorded and transcribed, seconded by Ms. Riviera. Motion approved by a 4-0-2 (Coleman, McMullen) vote.

ITEM 3. REGULAR BUSINESS

A. HPC 2015-0022: A request by Staas Brewing Company for approval of a Certificate of Appropriateness for bistro-style lighting at 31 West Winter Street, which is currently zoned B-2 (Central Business) District and located in the Transitional Sub-District of the Downtown Historic District Overlay.

Ms. Guenther provided a description and location of the property, and reviewed the current zoning of the property. Ms. Guenther provided aerial photographs and past and current site photographs. Ms. Guenther provided a history of the property, identifying previous retail and social service businesses that occupied the property. Ms. Guenther reviewed the proposed improvements request for lighting, and explained to the Commission that the current standards do not address this specific exterior lighting request. Ms. Guenther explained that there are currently three other businesses in the area that are using the bistro-style lighting. Ms. Guenther reviewed the recommendations, including the requesting applicant to consider using small goose neck lighting or that the proposed lighting is temporary and only operational during specific periods of time. Mr. Schultz explained that there was no history of certificate of appropriateness for the approval of the bistro-style lighting for the current three buildings that are using them.

APPLICANT:

Mr. Donald Staas, 218 W. Fountain Avenue, Delaware, Ohio

Mrs. Elizabeth Staas, 218 W. Fountain Avenue, Delaware, Ohio

Discussion held with the applicants on their decision for the lighting. Mr. Staas discussed the use of the lighting to enhance the outside of the building. Mr. Staas stated that the lighting was not to increase the lighting for the patio, but to help draw attention to the building. Ms. Riviera voiced that she felt the lights would be charming and create an old fashion look. Mrs. Staas presented to the Commission a strand of the lights and explained that one LED light was comparable to a 7 watt incandescent light.

Vice-Chairman Hatten voiced concern that this request for lighting is outside of the current standards. Vice-Chairman Hatten discussed the need to rewrite the standards if the Commission grants the variance.

Mr. Coleman discussed allowing the lighting for patio area businesses only to limit the usage, and to follow staff recommendations that the lights are used only during specific seasons.

Mr. Jones voiced a concern that if the request is rejected then the other businesses that are using the lighting would need to have theirs removed. Mr. Jones voiced concerns that this would cause four businesses to be upset within the City of Delaware.

Mr. Staas discussed that the location of the property is surrounded by many businesses that are not open in the evening, and he feels the light will help draw potential customer's attention. Mr. and Mrs. Staas were agreeable to the use of the lighting during specific seasons, but would prefer to use the lighting year round, and only during their business hours. Mrs. Staas explained their preference for the bistro-style lighting due to economical concerns, as the goose neck lighting would be an additional expense and would require an electrician.

Mr. Jones voiced his concern over the standards that may frustrate business owners, and requested that Mr. Schultz provide information on the appeal process if the request is denied. Mr. Schultz did inform the applicants of the appeal process proceedings. Ms. Guenther provided information on the downtown façade improvement program.

Chairman Koch reviewed the purpose of the standards that were set for the downtown historic district. Further discussion was held on allowing the bistro-style lighting with a seasonal use condition. Mr. Staas felt that removing the lights for a three month period would not make a difference. Discussion was held on the bistro-style lighting and the visual look that it would create in the downtown area.

Motion: Councilman Jones moved to grant the variance to allow outdoor lights submitted by applicant to be approved for year round use.

Vice-Chairman Hatten requested that the motion be amended to reflect that the variance be permitted in conjunction with an approved permit for an outside patio and to be used only during business hours. Vice-Chairman Hatten discussed need to revise the standards to reflect this variance. Councilman Jones was in agreement to amend the motion.

Motion: Councilman Jones moved to grant the variance to allow outdoor lights submitted by the applicants to be approved for year round usage during business hours in conjunction with having an approved permit for an outside patio, seconded by Ms. McMullen. Motion approved by a 6-0 vote.

B. HPC 2015-0212: A request by Restoration Brew Worx for approval of a Certificate of Appropriateness for window replacement at 25 North Sandusky Street, which is currently zoned B-2 (Central Business) District and located in the downtown Core Sub-District of the Downtown Historic District Overlay.

Ms. Guenther provided a location map, zoning map of the Downtown Core of the Historic District. Ms. Guenther also provided aerial photographs and historic pictures of the property, as well as current site pictures. Ms. Guenther reviewed the proposed improvement request for bi-folding storefront windows that would open inward.

APPLICANT:

Mr. Rick Martine, 124 Minors Court, Delaware, Ohio

Mr. Martine informed the Commission members that he did not have any intent to use screens on the windows.

Motion: Ms. McMullen moved to approve 2015-0212, as submitted, seconded by Mr. Coleman. Motion approved by a 6-0 vote.

ITEM 4. COMMISSION MEMBER COMMENTS AND DISCUSSION

Chairman Koch discussed the usage of handmade signs in the windows of business owners. Mr. Schultz explained that staff is discussing the signs with the property owners.

Vice-Chairman Hatten requested information on the mirror tinting on windows of the gallery that is located on Winter Street.

Councilman Jones inquired if the Solar Saloon was in compliance with their

signage. Mr. Schultz informed the Commission that they currently were in compliance.

Mr. Schultz did provide to the Commission a revised Historic District Map that includes former Sheriff's residence, Commissioner's office, and County Courthouse properties.

ITEM 5. ELECTION OF OFFICERS

Motion: Mr. Coleman moved to elect Mr. Koch as Chairman of the Historic Preservation Commission, seconded by Vice-Chairman Hatten. There were no other recommendations presented. Motion approved by a 6-0 vote.

Motion: Mr. Coleman moved to elect Mr. Hatten as Vice-Chairman of the Historic Preservation Commission, seconded by Chairman Koch. There were no other recommendations presented. Motion approved by a 6-0 vote.

ITEM 6. NEXT REGULAR MEETING: March 25, 2015

ITEM 7. ADJOURNMENT

Motion: Mr. Coleman moved to adjourn the meeting, seconded by Vice-Chairman Hatten. The Historic Preservation Commission meeting adjourned at 8:36 p.m.

Roger Koch, Chairman

Elaine McCloskey, Clerk

APPLICANT/OWNERS

Rev. Michael B. Watson, Pastor
St. Mary Catholic Church
82 East William Street
Delaware, OH 43015

REQUEST

2015-0341: A request by St. Mary Catholic Church for a Certificate of Appropriateness for the demolition of the rear vacant garage and installation of a parking lot at 23 South Union Street which is zoned R-6 (Multi-Family Residential) District and located in the Residential Sub-District of the Downtown Historic District Overlay.

LOCATION & DESCRIPTION

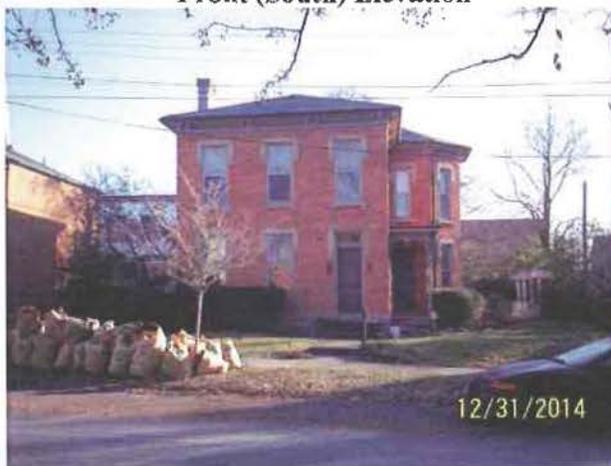
The project is located at 23 South Union Street, between Michael Avenue and East William Street, in the Residential Sub-District of the Downtown Historic District Overlay. The properties immediately to the north, south, east, and west all lie outside the Downtown Historic District Overlay. The site is located outside of the National Register of Historic Places Sandusky Street Historic District. The zoning of the property is R-6 (Multi-Family Residential) District, as are the properties to the north, west, and south. The property to the east is zoned B-2 (Central Business) District.

BACKGROUND

Preliminary approval for the demolition of this structure was obtained from HPC for during the Informal Review at the January 28, 2015 meeting. 23 South Union Street is a one-third acre parcel with a two story brick single family residence built in 1875 with an attached screened porch at the rear of the home. The previous owner kept the home well-maintained and the property underwent extensive remodeling. Recently acquired by the Parish in 2014, the now-vacant home will be preserved and used for the parish office and meeting space.

23 South Union Street – Main House

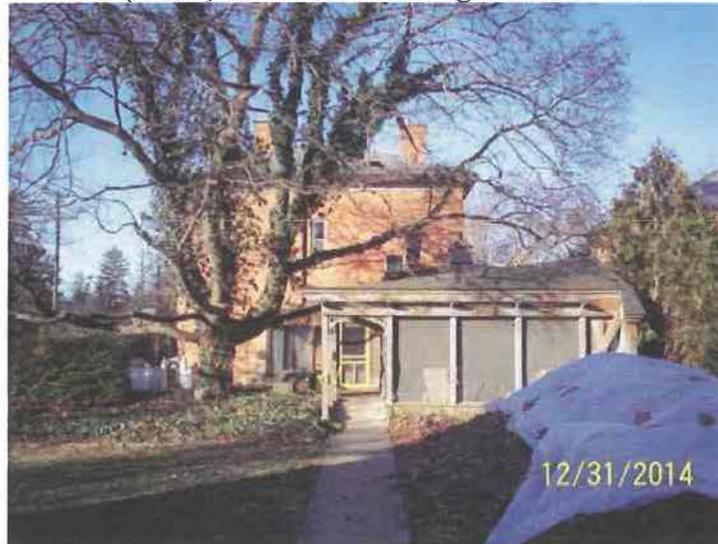
Front (South) Elevation



Side (East) Elevation



**23 South Union Street – Main House
Rear (North) Elevation with Large Screened Porch**



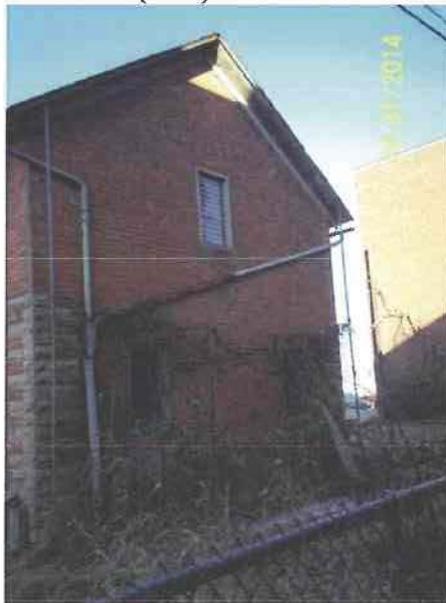
At the rear of the parcel sits a detached two story unheated garage circa 1900 only about 8 feet from a fence and sidewalk leading to a rear entrance to the St. Mary School building. It is surmised to have been the homestead's carriage house at one time, with remnants of a lean-to shed, upper loft door, and entry bay doors still present. The most previous owner of approximately 25 years apparently used the building for storage and a workshop, but it was not maintained as well as the main house. The building is now in a state of disrepair with a sagging roof ridge and obsolete electrical system. The foundation of the garage also exhibits signs of deterioration potentially compromising the structure. A modern garage door now sits in one of the entry bay door openings.

**23 South Union Street – Rear Garage
Front (North) Elevation Rear (South) Elevation**

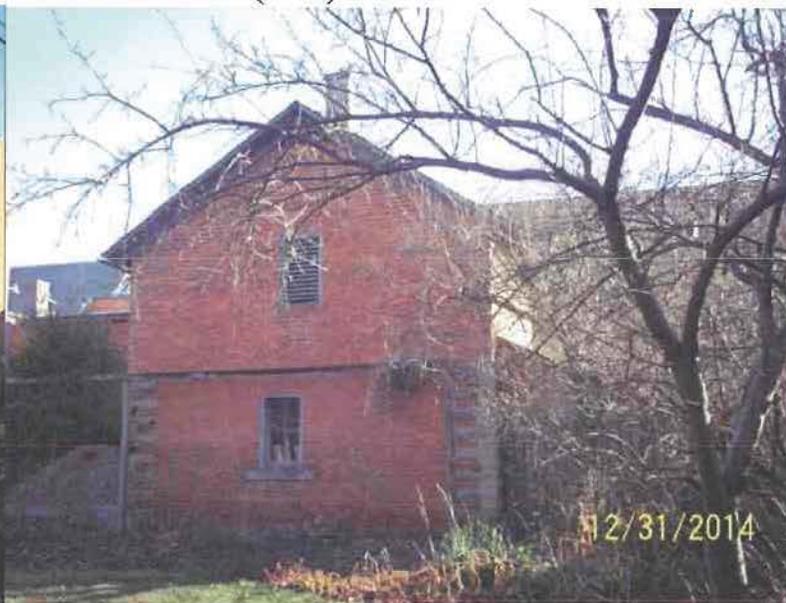


23 South Union Street – Rear Garage

Side (East) Elevation



Side (West) Elevation

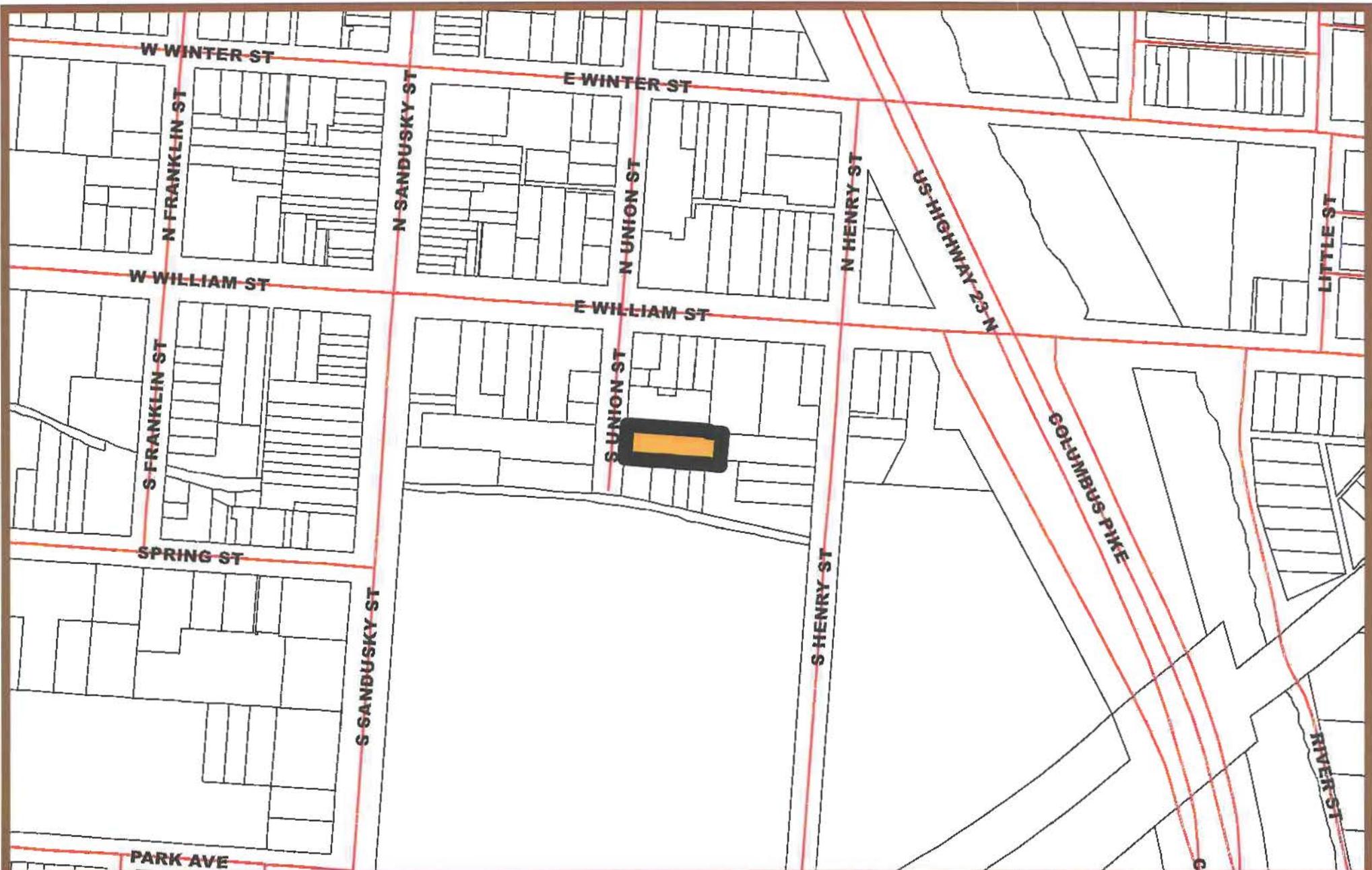


PROPOSAL

St. Mary Church is not taking the proposed demolition of this structure lightly. Church staff have been working with City Staff over the course of several months to develop an approach that preserves the use of the primary historic resource on the site (the main home), while allowing for reasonable use of the property overall to provide connectivity and parking for the school and church. The removal of this structure is critical to the success of a driveway and parking lot expansion proposed for the safe passage of the school children of St. Mary Elementary School, as well as the church parishioners and visitors to St. Mary Church and School functions. Without removing the garage, it will be impossible to provide adequate parking and, most importantly, circulation around the school, which is the long term plan of the school and church. Given the land-locked space limitations of the entire church/school site, a practical and functional ingress and egress pattern to the property unfortunately necessitates the removal of this building and possibly a vacant rental property at 5 Michael Street to its south (which lies outside the Historic District). St. Mary Church has retained professional engineering services, and is in contact with the City Engineering Department, to prepare final engineering drawings for the new 11-space parking lot that will be constructed on this parcel in the location of the existing garage. While these are being prepared and undergoing the appropriate reviews and approvals, the Church is requesting the demolition of this structure as a start, so that the project may move forward for construction and completion before the Church's annual festival in June 2015. See attached letter from the Reverend Watson.

STAFF ANALYSIS

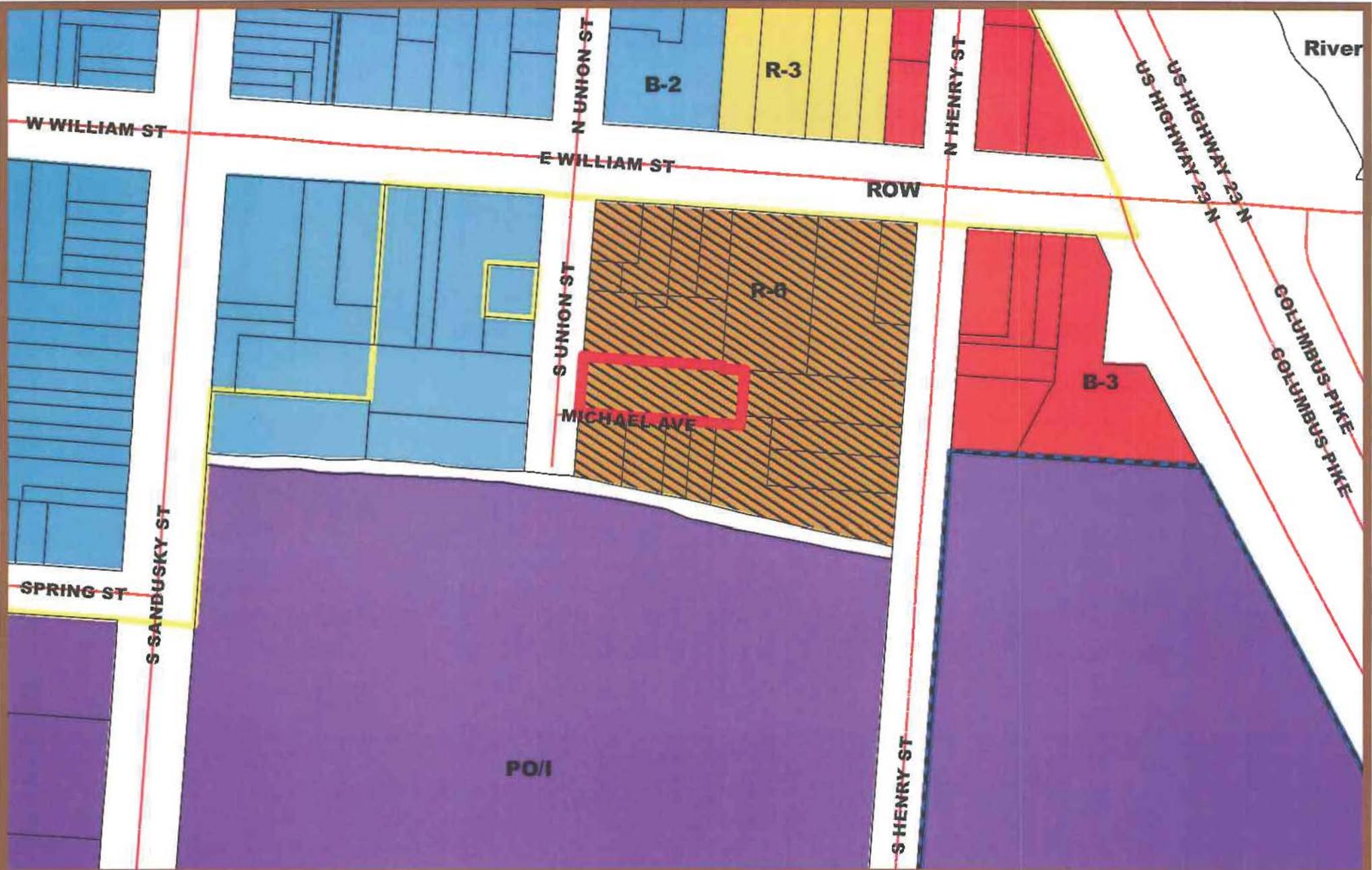
Preliminary approval for the demolition of this structure was obtained from HPC for during the Informal Review at the January 28, 2015 meeting. The sentiment was expressed that it is generally the goal of the HPC to preserve its historic structures, but in this particular situation, there appears to be no alternative to demolition in order to accomplish project goals and the structure is accessory and deteriorating. Pursuant to City of Delaware Zoning Code Section 1190.07-Demolition, in cases where an Applicant applies for a certificate to demolish a structure within a designated historic district, the Historic Preservation Commission shall grant demolition and issue a certificate when one or both of the following conditions prevail: (1) The structure contains no features of architectural and historic significance; and/or (2) There exists no reasonable economic use for the structure as it exists or as it might be restored, and that there exists no feasible and prudent alternatives to demolition, or that deterioration has progressed to the point where it is not economically feasible to restore the structure. Staff finds that the proposed



EST 1808
CITY OF
DELAWARE
OHIO

2015-0341
Garage Demolition
St. Mary Catholic Church - 23 S Union Street
Location Map



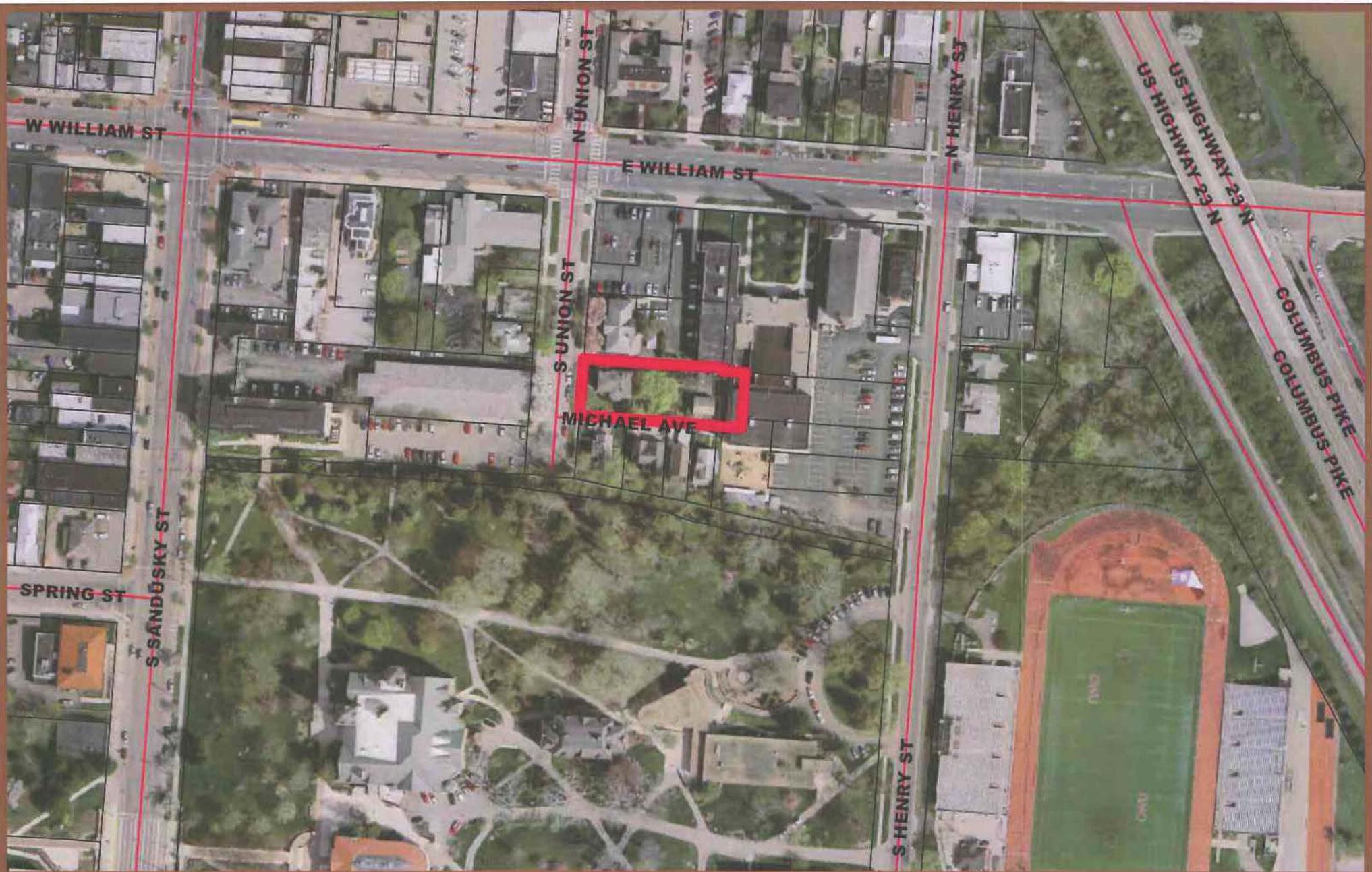




Legend

-  Historic Overlay District
-  Downtown Core
-  Transitional
-  Residential







CITY OF DELAWARE
PLANNING & COMMUNITY DEVELOPMENT

FOR STAFF USE ONLY:
2015-
HPC 0341

Certificate of Appropriateness Application

Applicant Information (please type or print legibly)

Historic Subdistrict: Downtown Core Residential Transitional

Property Address: 23 S. Union Street

Parcel Number(s): 519-434-09-011-000

Applicant Name: Rev. Michael Watson, St. Mary Church Telephone: 740-363-4641

*if the applicant is not the owner, the property owner is required to sign the application to authorize proposed changes.

Mailing Address: 82 E. William St. City: Delaware State: OH Zip Code: 43015

Fax: 740-363-9915

Email: mwatson@delawarestmary.org

Property Owner: Bishop Frederick Campbell, Diocese of Columbus Telephone: 1-800-944-2251

Mailing Address: 198 E. Broad St. City: Columbus State: OH Zip Code: 43215

Fax: 614-224-6306

Email: wsdavis@colsdioce.org

Project Type

Signs or Graphics New Construction Exterior Building/Site Alterations
 Demolition Permit(s) Other (specify): _____

Work Description (please type or print legibly)

Describe the proposed project in detail, including all changes to the building, site or lot. Include all features to be removed, altered, or added and provide a narrative of why the particular type of construction or other environmental changes are being proposed. Indicate all materials to be used. Attach additional sheets as needed.

See Next page

At the rear of the property is an unheated structure that in the recent past has been used as a garage, as there is an automatic garage door that has been installed. It is not clear when this building was constructed.

Our plans for this structure is to have it demolished and the immediate area around it redeveloped to provide additional parking. Our current parking availability is woefully inadequate to meet the needs of the church, parish, and school activities. As a result there are times that we unfortunately infringe upon our neighbors, which can be a source of tension in maintaining good relationships. We hope to provide an additional 15 parking spaces, which will help to alleviate the parking shortage. This proposed parking area will connect with our existing parking area on the west side of the school, as well as the existing driveway between the 23 S. Union St. house and Kavanaugh Hall. Our traffic plan is to have a one-way entrance onto our premise from the Union St. driveway. The new parking area would be off to the right behind the house. To exit from the premise there would be a one way north lane that would exit at Williams St. The additional benefit of this traffic pattern flow would be to provide a drop off and pick up area for our preschool children, and ease the back-up issue in our main parking lot and even Henry St. at dismissal time for our school children.

Materials to submit with application (as needed):

- **Photographs**, digital copies or copied from a negative, not photocopied.
- **Site Plans** showing view from above plus elevation plans showing the view from front, sides, and rear;
- **Drawings for New Construction, Modifications or Signs**, showing dimensions, setbacks, and specifications of any window, door, trim, lintel, sign, base, header, or other element to be installed/modified.
- **Material Samples/Manufacturers Brochures:** which show/describe materials to be used.
- **Interior floor plans**, where appropriate.
- **OHPO Submission:** if applicant submits the same project to Ohio Historic Preservation Office, all information contained in that application shall be submitted with the City application.
- **Variance Explanations:** If the Applicant believes that strict application of the Standards and Guidelines for the Historic District will create a substantial economic hardship or that there is an unusual and compelling circumstance, a narrative to support a Variance from, or waiver of, the Code requirements may be submitted. The Variance or waiver shall be granted only if the Commission deems that at least one of the following 6 criteria is met:
 - There would be substantial economic reduction in the value of the property due to application of the Standards and Guidelines;
 - The property cannot be maintained in its current form and substantial economic burden would result from the application of the Standards and Guidelines;
 - No reasonable alternative exists;
 - The property has little or no historical or architectural significance;
 - The property cannot be reasonably maintained in a manner consistent with Standards and Guidelines;or
 - No reasonable means of saving the property from deterioration, demolition, or collapse exists.
- **Nine (9) copies** of all items should be submitted with the application.

Deadline: Applications must be submitted 30 days prior to the Historic Preservation Commission meeting.

Public Notification: Staff will notify property owners within 150' of the site.

Meeting Date/Time: 4th Wednesday of each month at 7:00 pm in Council Chambers at 1 South Sandusky Street.

*Please Note the Commission might table the application if the applicant is not present to answer questions.

Signature of Applicant

F. Michael Watson, Pastor St. Mary Church

Signature of Owner (if not the Applicant)

Date

3/6/15

Date

St. Mary Catholic Church
82 E. William St.
Delaware, OH 43015

740.363.4641



Mr. Dave Efland
City of Delaware
1 S. Sandusky St.
Delaware, OH 43015

December 16, 2014

Dear Dave,

St. Mary Catholic Church recently acquired a property located at 23 S. Union St., which is in the historic district of the City of Delaware. The property is over one third of an acre, and is bordered by St. Mary property on the north, east, and south. On this property there is a beautiful brick house, the main portion of which was constructed in 1875. It has been well maintained, especially by the previous owner. Our intent is to preserve this building, which includes an attached screened in porch, and to use it for parish office and meeting space.

At the rear of the property is an unheated structure that in the recent past has been used as a garage, as there is an automatic garage door that has been installed. It is not clear when this building was constructed. It has a loft area for storage, and has an exterior brick construction of lesser quality than the house. Throughout the years it most likely served the purpose of the owner as a private storage/ work space, but now appears to be in a state of neglect. There is some uniqueness to this barn-like/ garage building, but there is neither public sentimental nor historical value of which I am aware.

Our plans for this structure is to have it demolished and the immediate area around it redeveloped to provide additional parking. Our current parking availability is woefully inadequate to meet the needs of the church, parish, and school activities. As a result there are times that we unfortunately infringe upon our neighbors, which can be a source of tension in maintaining good relationships. We hope to provide an additional 15 parking spaces, which will help to alleviate the parking shortage. This proposed parking area will connect with our existing parking area on the west side of the school, as well as the existing driveway between the 23 S. Union St. house and Kavanagh Hall. Our traffic plan is to have a one-way entrance onto our premise from the Union St. driveway. The new parking area would be off to the right behind the house. To exit from the premise there would be a one way north lane that would exit at Williams St. The additional benefit of this traffic pattern flow would be to provide a drop off and pick up area for our preschool children, and ease the back- up issue in our main parking lot and even Henry St. at dismissal time for our school children.

In 2006 a significant amount of the main parking lot was removed in order that a new gym could be built. With this proposed change we hope to be able to recoup some of that lost parking area. Another benefit for this proposed redevelopment is to create a new door entrance at the south end of the school building in which deliveries could be made. Vehicles could enter the Union St. entrance and with the new parking area could maneuver their vehicles to where their goods can be delivered. This would reduce their tying up the main parking lot when delivering their products.

I am grateful for your important role in the historical preservation of this fine city, but I do ask for your help to allow for the demolition of this building as this structure would impede and not enhance our parish campus.

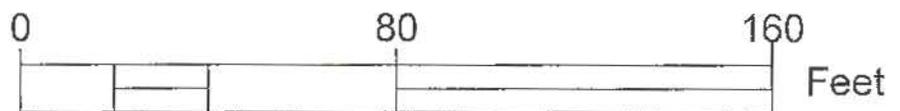
Sincerely,

Rev. Michael B. Watson

Rev. Michael B. Watson
Pastor, St. Mary Parish

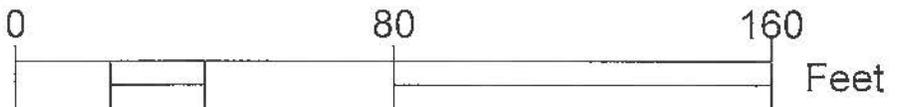


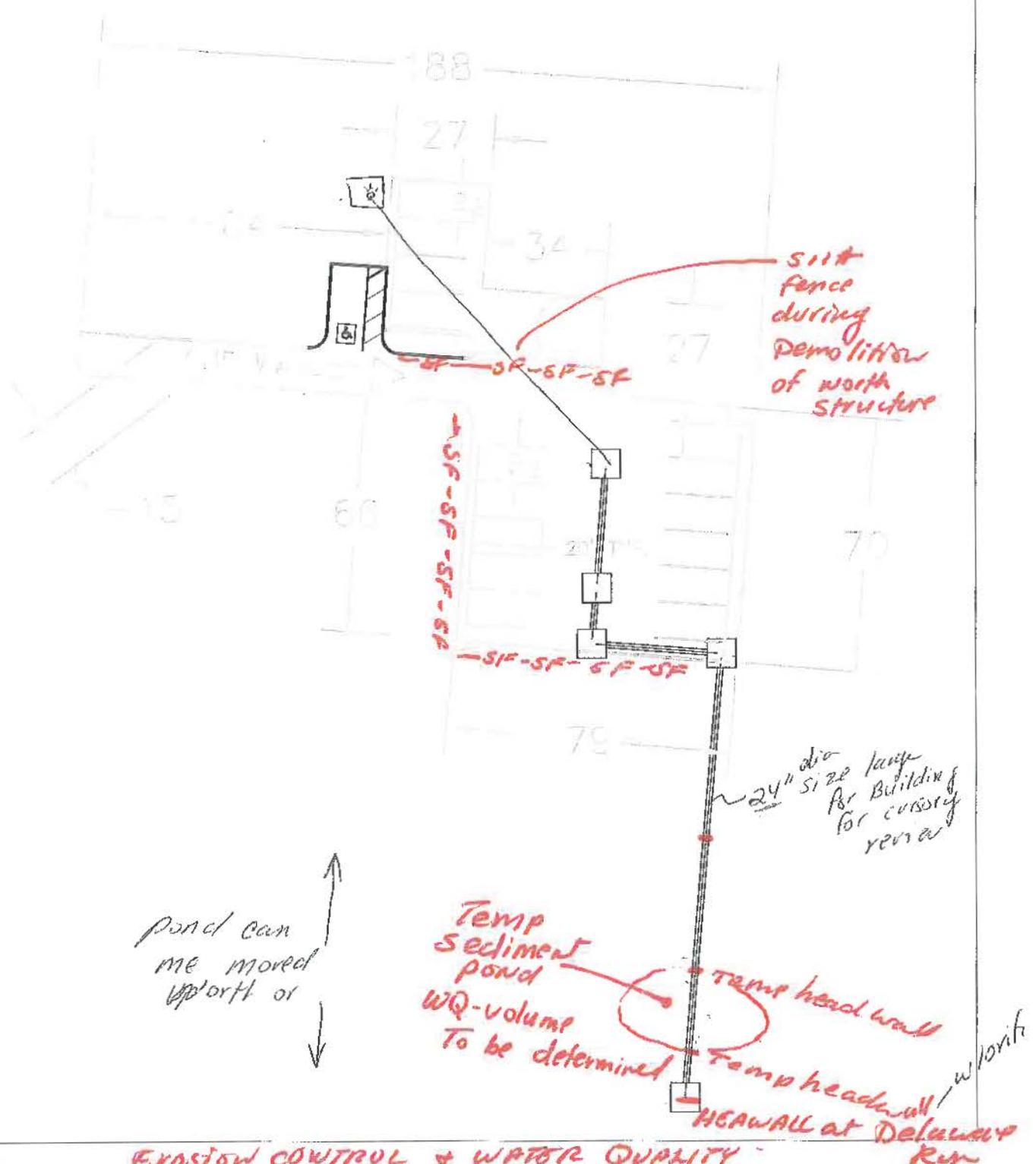
SITE PLAN W/ EXISTING STRUCTURES



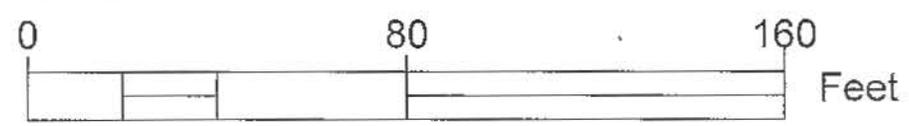


Demolition X
Silt Fence SF-SF

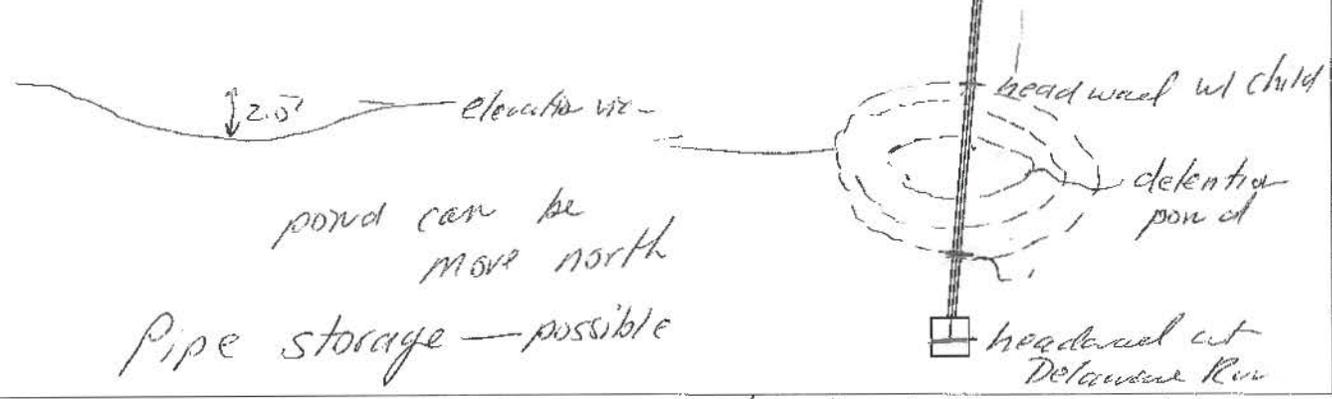
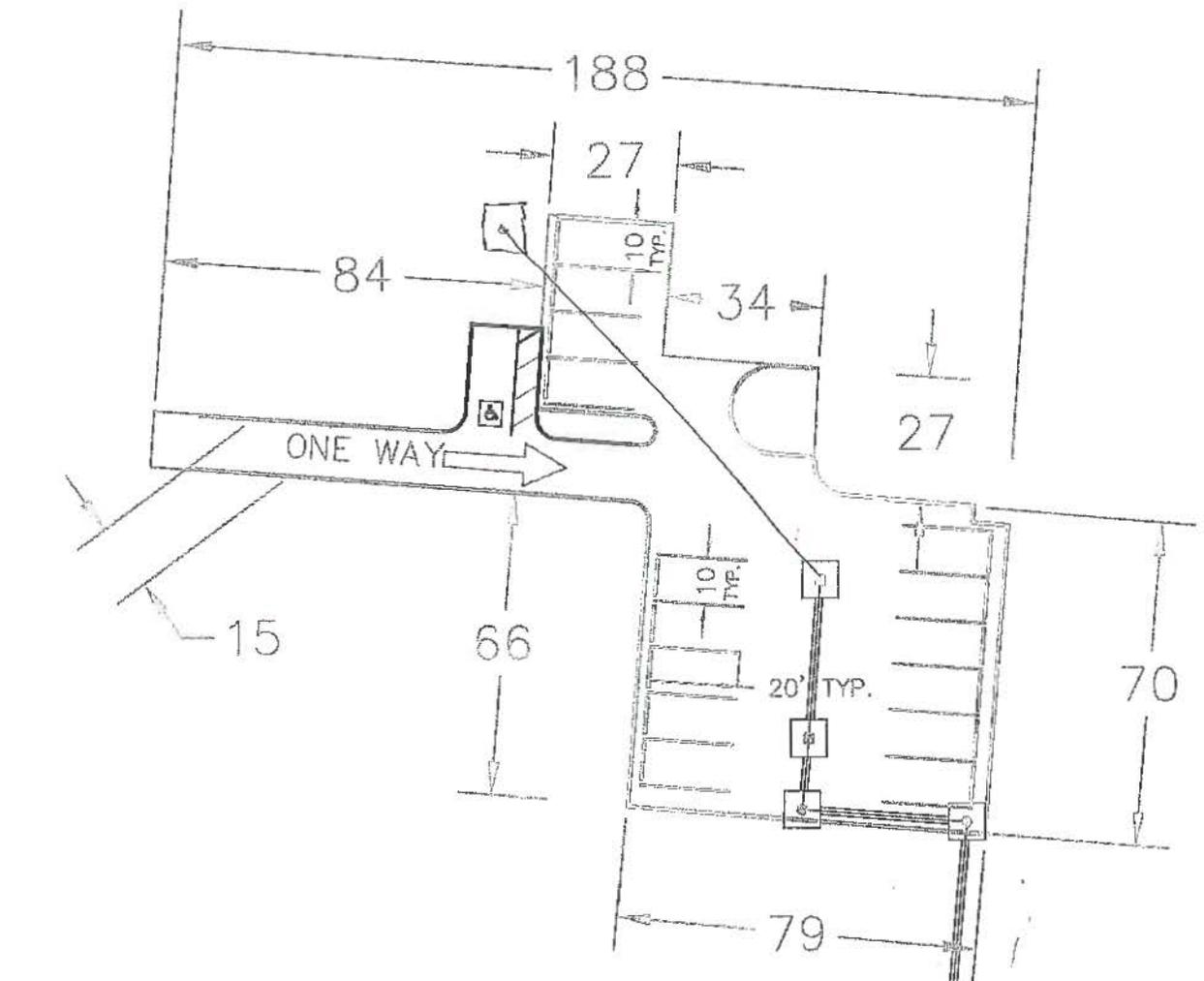




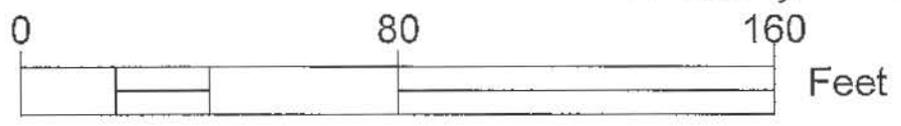
EROSION CONTROL + WATER QUALITY



-SF-SF = Silt fence
 If an LWD is required during construction



if detention is required by city





HISTORIC PRESERVATION COMMISSION / STAFF REPORT

CASE NUMBER: 2015-0411

REQUEST: Informal Review

PROJECT: Proposed County Courthouse Building Expansion

MEETING DATE: March 25, 2015

APPLICANT/OWNERS

Delaware County Board of Commissioners
101 North Sandusky Street
Delaware, Ohio 43015

REQUEST

2015-0411: A request by the Delaware County Board of Commissioners for an informal review of the proposed County Courthouse Building Expansion affecting parcels associated with the Delaware County Services Building (Hayes Building) at 140 North Sandusky Street, which are zoned B-2 (Central Business) District and R-3 (Single-Family Residential) District and located in the Transitional Sub-District of the Downtown Historic District Overlay.

LOCATION & DESCRIPTION

As currently proposed, the project site may encompass five parcels associated with the Delaware County Services Building (Hayes Building) located at 140 North Sandusky Street. The Hayes Building and the northern section of its parking lot to the east are not located in the Historic District Overlay. The remaining parcels in the proposed project area, commonly referred to as the Leffler House site and the Elks Building site, are in the Transitional Sub-District of the Downtown Historic District Overlay. Structures and facilities in the Historic District which possibly may be affected include a vacant detached garage, two detached sheds, and the Elks Building fronting North Sandusky Street, as well the southern section of the county parking lot fronting North Union Street. The zoning of the project area is B-2 (Central Business) District, except for the parcels immediately to the north, east, and south of the Elks Building, which are zoned R-3 (Single-Family Residential) District. Properties to the west are zoned PO/I (Planned Office/Institutional) District.

BACKGROUND

The Applicant seeks early feedback for the design of this building and utilization of this unique site rather than bringing forward a completed design first. The Applicant specifically desires HPC input at this early, formative stages of design to ensure issues are known right up front. The Delaware County Services Building (Hayes Building) at 140 North Sandusky Street was constructed in 2001. Lying outside the Historic District, its construction follows the City of Delaware's existing development standards in terms of materials and style. Coincidentally, also in 2001, the Elks Building property at 110 North Sandusky Street was included within the Downtown Historic District when the HPC at the time reconfigured a number of sub-districts within the Historic District Overlay (HPC 2001-21). This two-story towered brick Italianate-style building was constructed in 1877 by Dr. Ralph Hills, a prominent civic leader, published physician, author, businessman, architect, and inventor. After his death two years later, family members resided in the home until 1908, when the home served for seven years housing Ohio Wesleyan University fraternities. In 1915, the property became the lavish headquarters of Delaware Lodge No. 76 Benevolent & Protective Order of Elks (B.P.O.E.). In 1996, the property was (and still is) listed as a contributing resource in the City of Delaware Historic Northwest District, which is included on the federally-designated U.S. Department of Interior National Register of Historic Places. In 2006, as part of a consolidation of properties by Delaware County to facilitate construction of a new Delaware County Justice Center incorporating the Hayes Building, Delaware County gained ownership of the Elks Building when the Elks Lodge vacated the building after ninety years.

The Elks Building, 110 North Sandusky Street



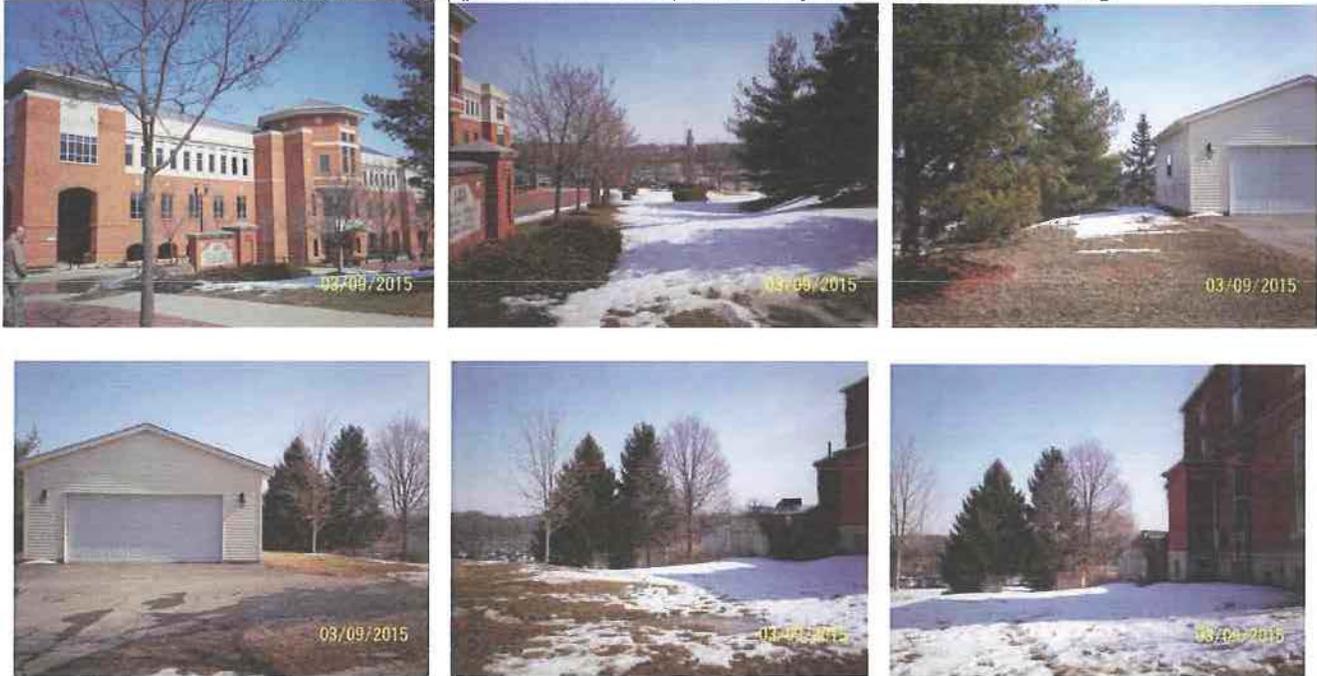
Immediately to the north of the Elks Building and adjacent to the Hayes Building was the Leffler House at 116 North Sandusky Street, a wood frame American four-square home built in 1911. Also in 2006, then-owner Georgia Leffler sold the property to the Delaware County Board of County Commissioners. In 2008, City Council passed Ordinance 08-102 extending the historic district overlay northward from the Elks Building property to include the Leffler House property and the property to the east extending to Union Street (HPC 2008-0019). Discussions at that time with Delaware County entailed demolishing the Leffler House, but not specifically the Elks Building, to construct the new administration and court facility. The historic district expansion was intended to help ensure that a reasonable plan existed for any new structure, including examining the merits of retaining and perhaps re-using the historic structures which were proposed for demolition to make way for a future new building. Pizutti Solutions, the county's representative at that time, specifically noted that the new building plans did not include removal of the Elks Building; rather, the Elks Building was to be retained to enable the streetscape along North Sandusky Street maintain its character by stepping the building mass back to a very large new building behind it (HPC Informal Review 5/28/2008). In line with site preparation plans, in 2013, the County demolished the Leffler House Street utilizing federal Ohio Neighborhood Stabilization Program (NSP) grant funds, leaving the modern detached garage intact (HPC 2012-2253). The NSP Program was part of the Obama Administration's response to the housing crisis to help stabilize real estate values in local residential neighborhoods through the removal of vacant, blighted foreclosed properties.

The Former Leffler House, 116 North Sandusky Street

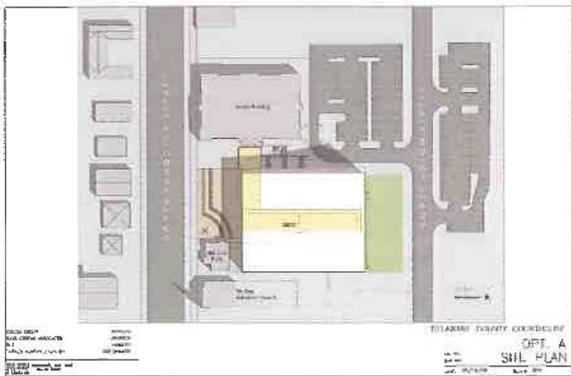


Proceeding with the next step of site preparation for new county facilities, in January 2014, the Delaware County Board of Commissioners approached the HPC for approval of the demolition of the Elks Building (HPC 2014-0039). In August 2014, City Council passed Ordinance No. 14-51 authorizing the demolition of the Elks Building.

Existing Site Photographs – From the Hayes Building South to the Elks Building



The City of Delaware and the HPC have been presented with a number of various concept plans for the new county facilities. In May 2008, Pizzuti Solutions developed the preliminary Delaware County Courthouse Project Site Plan Approach:



In May 2013, Delaware County contracted with Management Partners and GBBN Architects to undertake an Elks Building Assessment and an overall facility needs assessment for Delaware County resulting in the April 2014 Delaware County Master Plan. Larger versions of the subject site renderings presented below are attached to this Staff Report:



PROPOSAL

With the property acquisitions and demolition approvals in place, the Delaware County Board of Commissioners recently retained Silling Architects and Planners of Charleston, West Virginia to bring the proposed county facilities expansion to fruition. Staff recently met with the representatives from the County and the development team from Silling Architects to discuss the timelines and requirements to obtain the basic City development approvals required, along with submittal and meetings for the Historic Preservation Commission and Planning Commission to achieve compliance with the zoning development review process. The Architect has set forth the following preliminary project schedule:

- A. Schematic Design: April 7 – June 18, 2015
- B. Design Development: May 27, 2015 – August 13, 2015
- C. Construction Documents Package A: July 22, 2015 – September 24, 2015
- D. Construction Start Package A: October 26, 2015
- E. Construction Documents Package B: August 27, 2015 – January 5, 2016
- F. Construction Start Package B: March 4, 2016

Generally defined, Schematic Design entails the production of design concept renderings. Design Development moves the design concept to building plans and site plans. Construction Documents-Package A and Construction Start-Package A would involve the preparation and submittal of engineering drawings for review by local officials, followed by the engineering drawings used for construction after approval by local officials. Construction Documents-Package B and Construction Start-Package B would involve the preparation and submittal of building plans for review by local officials, followed by the building plans used for construction after approval by local officials. Some of the plan preparation and submittals for zoning, engineering, and building review can be done concurrently at strategic times as the project moves through the City's development process following the City's Development Standards.

The County and the Architect both agree that the project will require the following development department approvals prior to construction and they seek early input and coordination with Staff and the HPC:

- A. Historic Preservation Commission Approval (public meetings)
 - 1) Informal Review-Initial Conceptual Discussion
 - 2) Informal Review-Initial Concept Renderings
 - 3) Formal Submission for Certificate of Appropriateness-Preliminary Drawings and Site Plan
- B. Planning Commission and City Council Approval
 - 1) Rezoning Amendment (public hearing)
 - 2) Preliminary and Final Development Plan Approval (public meeting)
- C. Engineering Drawing Approval (administratively)
- D. Building Permit Approval (administratively)

A copy of the Architectural Standards for the Downtown Delaware Historic District was provided to the Architect. Both the County and the Architect representatives have acknowledged that the design of the new facilities is to be sensitive to the guidelines for new construction in the Transitional Sub-District in order to blend with and to maintain the historic character of downtown Delaware. The goal of this informal review is to obtain any direction on initial concept design from HPC.

STAFF ANALYSIS

INFORMAL REVIEW: The Applicant's request is unique in that an entirely new, large government facility structure is proposed where historic residential structures once stood and will continue to ensure that County facilities anchor the northern end of downtown Delaware. The replacement building, although new construction with modern materials, should follow the spirit of the Standards for the Transitional Sub-District: to maintain the character of the area surrounding the Downtown Core as a transitional environment between the downtown and

the surrounding neighborhoods. The Transitional Sub-district consists primarily of commercial buildings of one or two stories. Some of the buildings form a uniform streetwall as in the Downtown Core, while others appear as separate buildings. The result is a streetscape that shows more building variation than the Downtown Core. In this particular case, the mass and scale of the proposed building are substantially larger than the buildings typical in the downtown area. The multi-storied Hayes Building and the immediate area are of a much larger, institutional scale. The existing surrounding building context should be used, specifically the Hayes Building, to ensure the clear institutional use vernacular while blending between the Downtown Core area and the adjacent neighborhood. Per the Standards, all new construction should be compatible with the design character of the surrounding historic streetscape. The street-facing roofline shall be horizontal. The cornice at the top of the building face should be plain and not heavily articulated as in the Downtown Core buildings. Buildings constructed in the interior of city street blocks, such as the proposed project, should be no more than two and one-half stories or 35 feet in height. However, this guideline will likely need to be relaxed to accommodate the use and provide the appropriate transition to the large Hayes Building. Walls that are visible from a public way should be finished in brick. These walls should also carry windows, openings, or relief (such as recesses) to create the appearance of windows. Echoing the Hayes Building design would be appropriate. Staff desires to work with the Applicant and the HPC to find the appropriate balance between compliance with the existing guidelines and the preservation of the overall aesthetics of the downtown Historic District resulting from those Standards and keeping in a positive pace with the ever-changing and progressive atmosphere of our community. This is a critical development for Delaware County and our community that will ensure the long term use of this area for government purposes—certainly a unique and defining use that the historic guidelines do not specifically address as a land use group or unique building type. The HPC and Staff will need to be flexible in applying the Architectural Standards while ensuring compatible high quality design.

STAFF RECOMMENDATION (2015-0411 INFORMAL REVIEW)

This is an informal review; therefore, no action is necessary. The Applicant and Staff are seeking comment from the Historic Preservation Commission regarding the proposed project.

COMMISSION NOTES:

MOTION: _____ 1st _____ 2nd approved denied tabled _____

CONDITIONS/MISCELLANEOUS:



MASTER PLAN RECOMMENDATIONS





- Approx. 60,000 SF building with 3 levels of parking deck to accommodate approx. 210 spaces.



IMPACT OF PRESERVING 110 SANDUSKY





- Approx. 60,000 SF building with 1 very large parking deck to accommodate approx. 210 spaces.



IMPACT OF PRESERVING 110 SANDUSKY

Management
Partners



Historic Preservation Committee

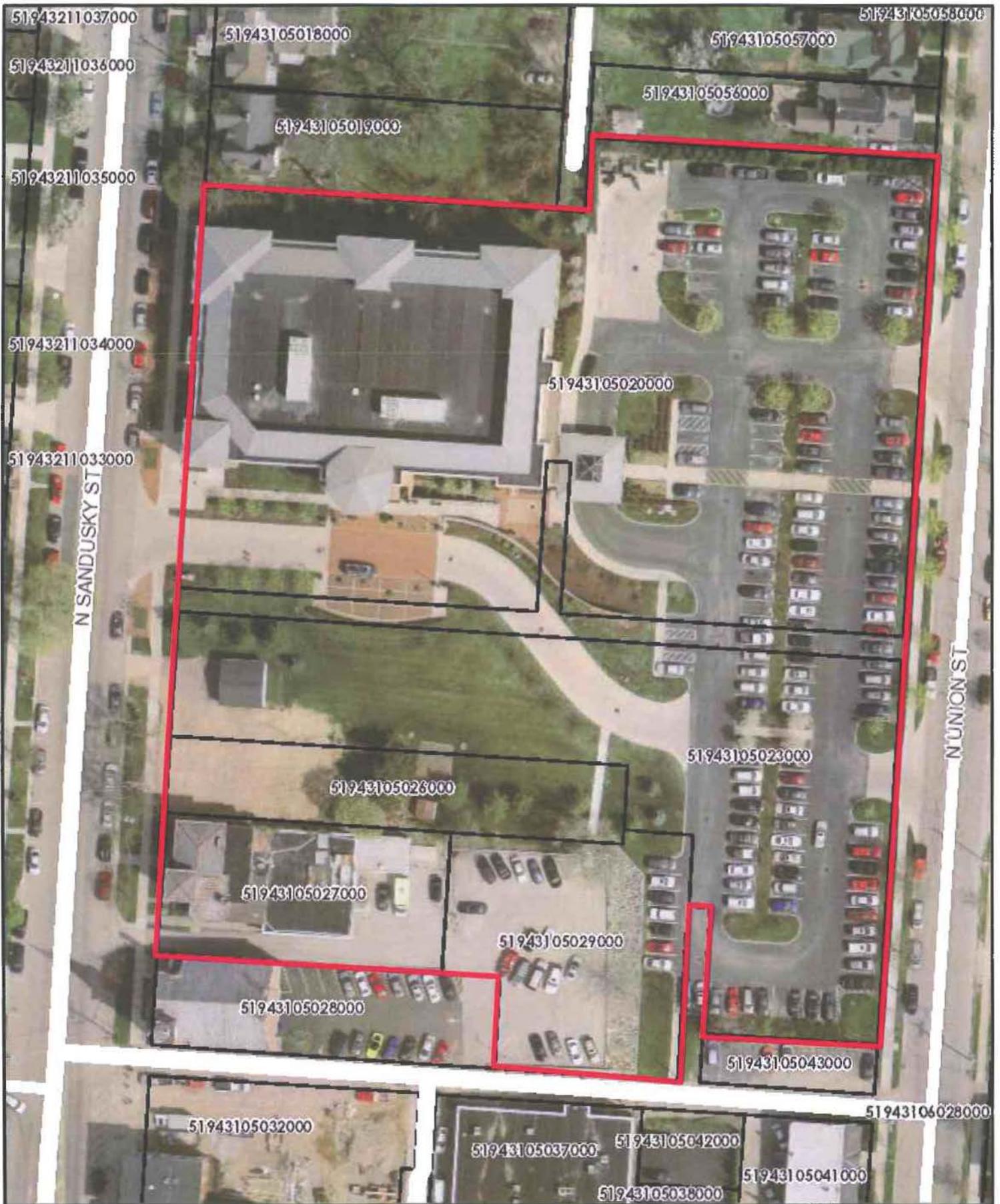
Delaware County Courthouse Informal Review

March 25, 2015

7PM

Agenda

The Architect is currently in the Programming design phase and is developing the project parameters to include all functional and aesthetic requirements. As the design is influenced by the scale and character of buildings within the immediate and surrounding context, and the requirements of the Architectural Standards for the Downtown Delaware Historic District, the informal review will focus on components of an appropriate architectural expression for the proposed courthouse. Topics of discussion will include, appropriate materials, scale, proportion and detail of existing buildings within the context that will form the points of commonality for the new building. This discussion will not include a review of a design solution that has been developed. The intent of the preliminary review is to achieve an understanding of the degree of influence of the Standards and the desire of the HPC that we might approach the design with efficiency.



Proposed Co Courthouse Expansion Area

Information contained within this map may be used to generally locate, identify and inventory land parcels within Delaware County. Delaware County cannot warrant or guarantee the information contained herein, including, but not limited to its accuracy or completeness. The map parcel lines shown are approximate and this information cannot be constructed or used as a "legal description" of a parcel. Flood Plain information is obtained from FEMA and is administered by the Delaware County Building Department (740-833-2201). Please report any errors or omissions to the Delaware County Auditor's office at delcogis@co.delaware.oh.us.

Prepared by: Delaware County Auditor's GIS Office

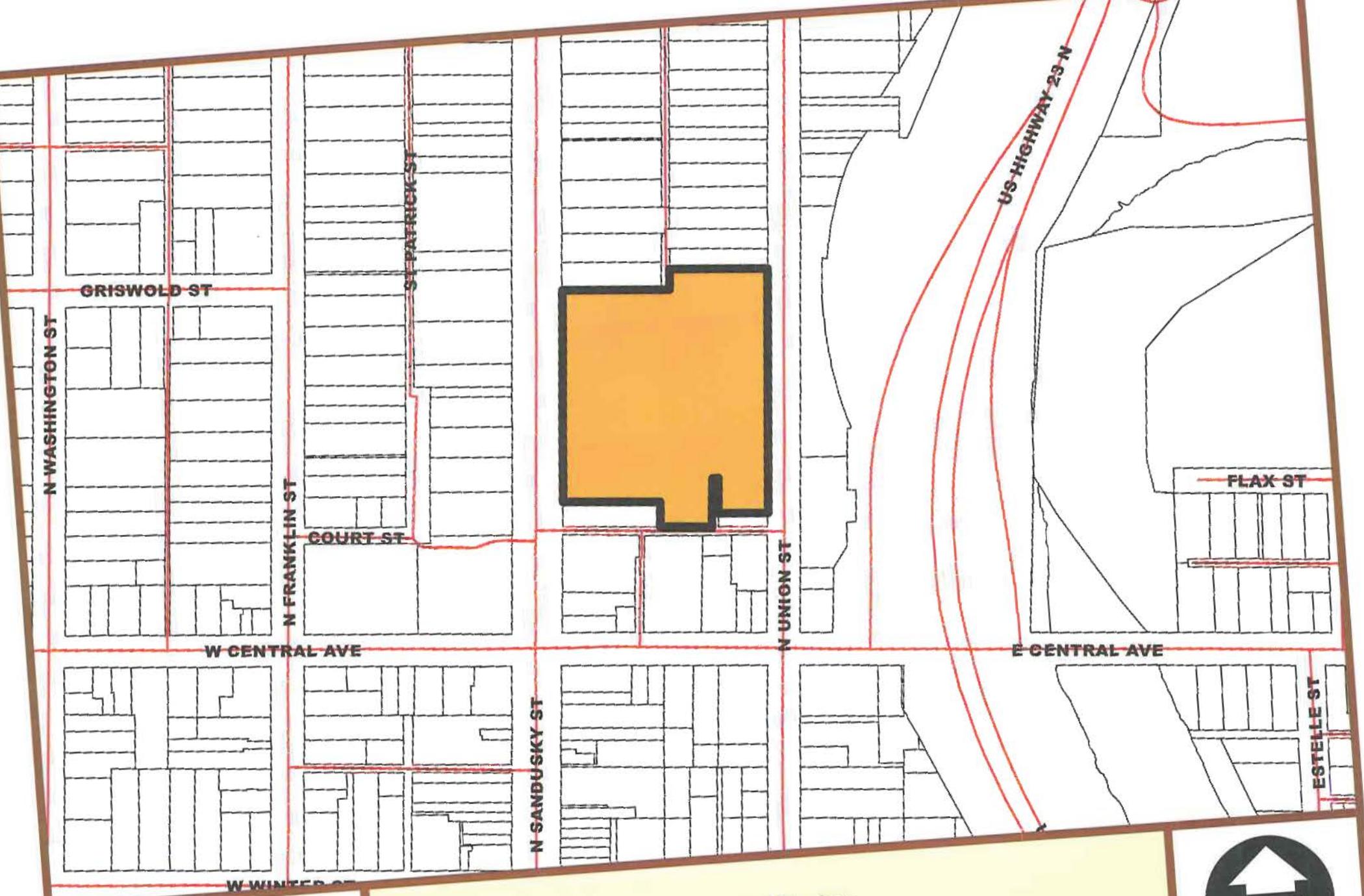
Printed on 11/17/2015



Delaware County Auditor
George Keitsa



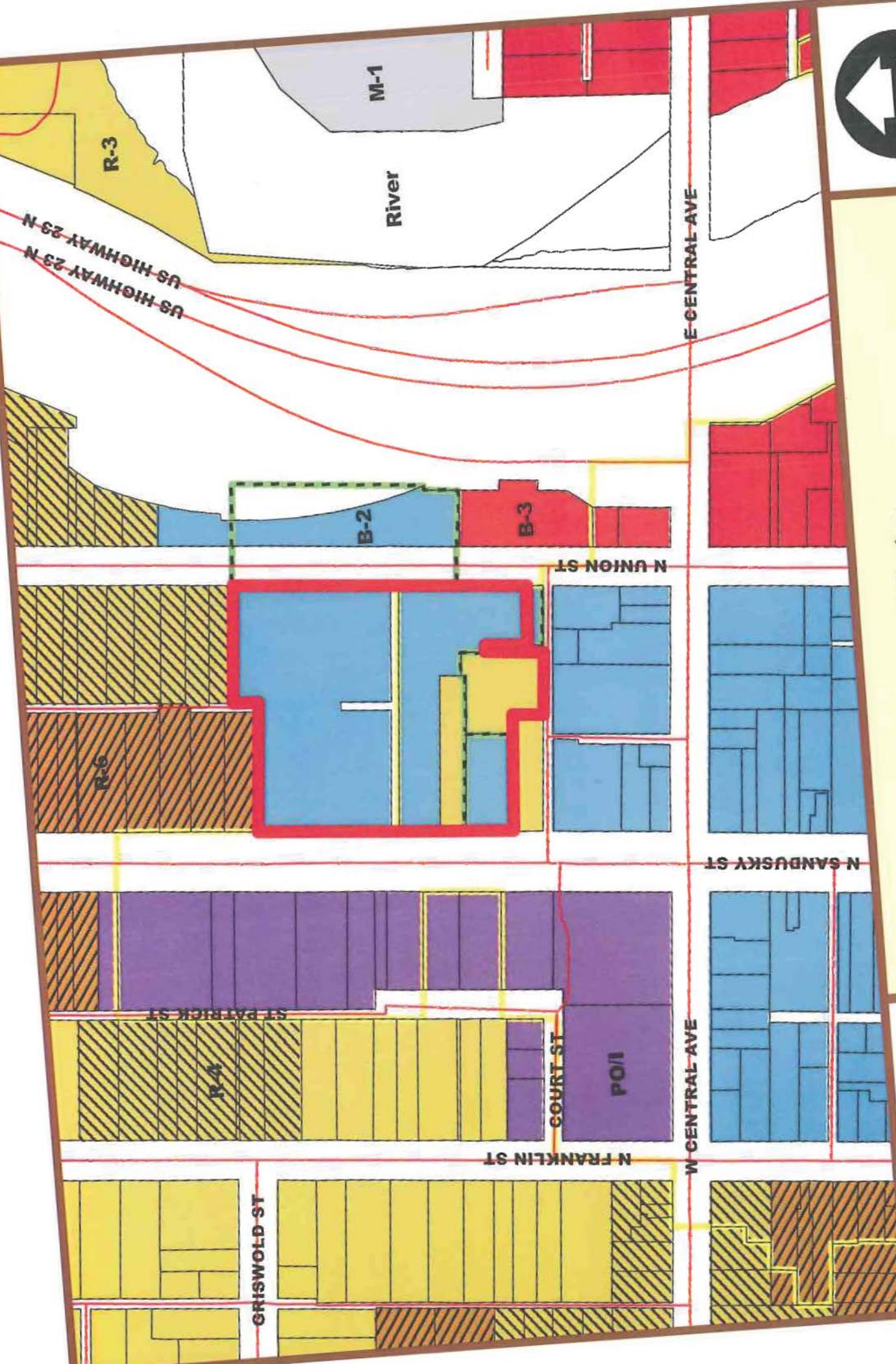
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Feet



EST 1808
CITY OF
DELAWARE
OHIO

Informal Review
County Courthouse Building Expansion
Location Map





Informal Review
 County Courthouse Building Expansion
 Zoning Map



Legend

-  Historic Overlay District
-  Downtown Core
-  Transitional
-  Residential

EST 1808
 CITY OF
DELAWARE
 OHIO

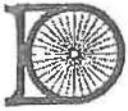
Informal Review
 County Courthouse Building Expansion
 Historic District Map





Informal Review
County Courthouse Building Expansion
Aerial (2013)





CITY OF DELAWARE
PLANNING & COMMUNITY DEVELOPMENT

FOR STAFF USE ONLY:
2015-
HPC 0411

Certificate of Appropriateness Application

Applicant Information (please type or print legibly)

Historic Subdistrict Downtown Core Residential Transitional

Address NORTH SANDUSKY STREET, DELAWARE, OH

Parcel Number(s) _____

Applicant Name/Contact Person TOM POTTS Phone 304-346-0565

*if the applicant is not the owner, the property owner is required to sign the application to authorize proposed changes.

Address 405 CAPITOL ST. UPPER ATRIUM, CHAR. WV. 25301

Fax 304-346-1522 Email tpotts@silling.com

Property Owner Delaware County Commissioners Phone 740-833-2100

Address 101 N. Sandusky St., Delaware, OH 43015

Fax 740 833-2099 Email jmelvin@co.delaware.oh.us

Project Type

- Signs or Graphics New Construction Exterior Building/Site Alterations
 Demolition Permit(s) Other (specify): _____

Work Description (please type or print legibly)

Describe the proposed project in detail, describing materials and colors proposed, including all changes to the building, site or lot. Include all features to be removed, altered, or added and provide a narrative of why the particular type of construction or other environmental changes are being proposed. Indicate all materials to be used. Attach additional sheets as needed.

NEW DELAWARE COUNTY COURTHOUSE
APPROXIMATE 600-700 SF WITH A PARKING
STRUCTURE TO ACCOMODATE APPROXIMATELY
200 CARS.

MAR -2 2015

Materials to submit with application (as needed):

- **Photographs**, digital copies or copied from a negative, not photocopied.
- **Site Plans** showing view from above plus elevation plans showing the view from front, sides, and rear;
- **Drawings for New Construction, Modifications or Signs**, showing dimensions, setbacks, colors, and specifications of any window, door, trim, lintel, sign, base, header, or other element to be installed/modified.
- **Material Samples/Manufacturers Brochures**: which show/describe materials to be used.
- **Interior floor plans**, where appropriate.
- **OHPO Submission**: if applicant submits the same project to Ohio Historic Preservation Office, all information contained in that application shall be submitted with the City application.
- **Variance Explanations**: If the Applicant believes that strict application of the Standards and Guidelines for the Historic District will create a substantial economic hardship or that there is an unusual and compelling circumstance, a narrative to support a Variance from, or waiver of, the Code requirements may be submitted. The Variance or waiver shall be granted only if the Commission deems that at least one of the following 6 criteria is met:
 - There would be substantial economic reduction in the value of the property due to application of the Standards and Guidelines;
 - The property cannot be maintained in its current form and substantial economic burden would result from the application of the Standards and Guidelines;
 - No reasonable alternative exists;
 - The property has little or no historical or architectural significance;
 - The property cannot be reasonably maintained in a manner consistent with Standards and Guidelines;
 - or
 - No reasonable means of saving the property from deterioration, demolition, or collapse exists.
- **Nine (9) copies** of all items should be submitted with the application.

Deadline: Applications must be submitted 30 days prior to the Historic Preservation Commission meeting.

Public Notification: Staff will notify property owners within 150' of the site.

Meeting Date/Time: 4th Wednesday of each month at 7:00 pm in Council Chambers at 1 South Sandusky Street.

*Please Note the Commission might table the application if the applicant is not present to answer questions.

Signature of Applicant 3.2.2015
Date

Signature of Owner (if not the Applicant) 3/3/15
Date

Application Fee \$50.00 Fees Received \$ _____ Received by _____ Date _____