

**CITY OF MIDDLETOWN
ARCHITECTURAL REVIEW BOARD
MINUTES**



DATE: Tuesday, August 30, 2022
PLACE: Conference Room 3C, One Donham Plaza 45042
TIME: 5:00 PM

MEMBERS PRESENT: Sam Cornwall Roger Daniel

STAFF PRESENT: James Metz, City Planner

OTHERS PRESENT:

CALL MEETING TO ORDER

Mr. Daniel called the meeting to order at 5:00 PM. Mr. Metz called the roll. All of the members were present and constituted a voting quorum.

APPROVAL OF MEETING MINUTES

Mr. Daniel stated that the first order of business would be to approve the meeting minutes from the May 2nd, 2023 meeting but we did not have a voting quorum for the previous meeting.

CASE 3-23: 3107 RUFUS STREET – NEW ACCESSORY STRUCTURE

Mr. Daniel introduced the case as a request for a variance for the building located at 3107 Rufus Street, Middletown, OH 45042.

James Metz, City Planner, presented the staff report.

A request by Paul Moore for approval of a variance for the building material used on an accessory structure in an R-3 zoning district. The request is to install metal siding on all sides of the accessory building whereas any accessory structure over 200 square feet in area must have the same approximate color and material as the front of the existing primary building if visible from a public street. The building requires review and approval by the Architecture Review Board due to the structure not meeting the Middletown Development Code requirements.

Mr. Metz explained that the Architectural Review Board has the ability to grant variances to the architectural standards provided that they find the following:

1. That the intent of the architectural standards is upheld;
2. That the applicant clearly demonstrates that the strict enforcement of the architectural standards causes an undue hardship; and
3. That an exceptional and extraordinary circumstances exist which would not be found elsewhere in the community.

Mr. Metz stated that each staff report packet included the application submitted, the site plan, and property photos. Mr. Metz also stated that the applicant was present.

Mr. Metz concluded his staff report.

Mr. Moore did not speak.

Mr. Daniel asked if we have a motion. Mr. Cornwall made a motion to approve the variance. Mr. Daniel seconded the motion. The motion was approved through roll unanimously.

Roger Daniel – Yes to Approve
Sam Cornwall – Yes to Approve

CASE 4-23: 4716 DONHAM DRIVE – NEW ACCESSORY STRUCTURE

Mr. Daniel introduced the case as a request for a variance for the building located at 4716 Donham Drive, Middletown, OH 45042.

James Metz, City Planner, presented the staff report.

A request by Bradley Wilson for approval of a variance for the building material used on an accessory structure in an R-4 zoning district. The request is to install metal siding on all sides of the accessory building whereas any accessory structure over 200 square feet in area must have the same approximate color and material as the front of the existing primary building if visible from a public street. The building requires review and approval by the Architecture Review Board due to the structure not meeting the Middletown Development Code requirements.

Mr. Metz explained that the Architectural Review Board has the ability to grant variances to the architectural standards provided that they find the following:

1. That the intent of the architectural standards is upheld;
2. That the applicant clearly demonstrates that the strict enforcement of the architectural standards causes an undue hardship; and
3. That an exceptional and extraordinary circumstances exist which would not be found elsewhere in the community.

Mr. Metz stated that each staff report packet included the application submitted, the site plan, and property photos. Mr. Metz also stated that the applicant was present.

Mr. Metz concluded his staff report.

Mr. Wilson was sworn in. Mr. Wilson stated that he is limited on where he can construct the garage on his property due to terrain and the financial limitations of any material beyond metal.


Mr. Daniel asked if we have a motion. Mr. Cornwall made a motion to approve the variance. Mr. Daniel seconded the motion. The motion was approved through roll unanimously.

Roger Daniel – Yes to Approve
Sam Cornwall – Yes to Approve

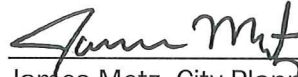
NEW/OLD BUSINESS

ADJOURNMENT

With no further business, Mr. Daniel made a motion for adjournment. The motion for adjournment passed unanimously and the meeting ended at approximately 5:22 PM.



Roger Daniel, Chairman



James Metz, City Planner