

LIVING WITH HISTORIC DISTRICT ZONING

The Oregon District, Dayton's first historic district, was designated in 1972. Today Dayton has 13 historic districts protected by historic zoning, each unique in character and architecture:

Dayton View
East Third Street
Grafton Hill
Grafton-Rockwood-Wroe
Huffman
Kenilworth Avenue
McPherson Town
Oregon
Paul Laurence Dunbar
South Park
Squirrel-Forest
St. Anne's Hill
Wright-Dunbar

Before exterior repairs or modifications or demolition are made to a property in a historic district, the owner must seek a *Certificate of Appropriateness* for the proposed activity from the Department of Planning and Community Development (333-3670).

There are two types of Certificates of Appropriateness: Minor and Major.

Minor Certificates of Appropriateness are issued for:

- Painting existing painted surfaces;
- Construction of a deck or patio;
- Replacement of roofs, doors, windows and gutter systems, which match the existing design;
- Minor repair of surfaces that match existing design;
- Repair or installation of new accessory structures like garages or sheds;
- Repair or installation of fencing;
- Removal of non-contributing additions or accessory structures; or
- Major landscaping, including removing mature trees

The City's Preservation Officer has the authority to issue Minor Certificates of Appropriateness, typically same-day. Simply email or call Rachel Bankowitz, at rachel.bankowitz@daytonohio.gov or (937) 333-4271.

Major Certificates of Appropriateness are issued for:

- Painting unpainted surfaces;
- Construction or removal of contributing buildings, additions or accessory structures;
- Construction or removal of porches;
- Construction or removal of decorative details such as chimneys, latticework, gables, gingerbread, soffits and shutters;
- Construction or removal of window or door openings;

- Signage;
- Alteration or removal of significant style elements, like slate and tile roofs; or
- Changing interior spaces of significant structures which are open to the public

THE LANDMARKS COMMISSION

All Major modifications must be reviewed by the Landmarks Commission. The Landmarks Commission was established as a nine member citizen board, appointed by City Commission, to encourage sensitive and compatible modifications to historic structures and to protect the integrity of historic districts and structures. The Landmarks Commission consists of at least two registered architects, three historic district residents, and one representative from Dayton History. All members of the Landmarks Commission must demonstrate a positive interest in Historic Preservation.

In order to file an application for a major modification, you must provide site plans, floor plans, building elevations, detailed sections, streetscape elevations, and specifications. Completed application and plans must be submitted to the Preservation Officer in the Department of Planning and Community Development.

The application is scheduled and presented at the next available Landmarks Commission hearing after the application is received. Hearings are held on the second and fourth Thursdays of each month at 4:30 p.m. at City Hall. The Landmarks Commission can approve the proposal, deny the proposal, or approve the proposal subject to modifications agreed upon by the applicant. The Landmark Commission shall render its decision in writing not more than seven days after the decision. If the proposal is approved by the Landmarks Commission, a Major Certificate of Appropriateness is sent to the applicant.

A copy of the approved drawings, along with a copy of the Major Certificate of Appropriateness, is sent to the Division of Zoning Administration in the Department of Building Services. If the Board's decision is favorable, the Zoning Plan Examiner will continue to process the permit application. Remember, all construction and demolitions require building and zoning permits

The placard that accompanies the Major Certificate of Appropriateness must be displayed in the front window of the structure when work is performed. An inspector from the Division of Housing Inspection checks to see if the placard is displayed and that the work described in the Certificate is being performed correctly.

Contact the Preservation Officer, Rachel Bankowitz, at 333-4271 to determine the appropriate course of action.