

January 8, 2015

Mr. Gregory P. Hannan, AICP
City Planner, City of Hudson
115 Executive Parkway, Suite 400
Hudson, Ohio 44236

Dear Greg:

At the request of the City of Hudson we have prepared the following review of the proposed amended language for the substitute materials section (III-2b) of the City of Hudson Architectural and Design Standards. We have reviewed the entire section and read the provided copy of the entire Design Standards document. We have not however, reviewed any of the ordinances or standards referenced in the documents.



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1. Overall the section is clearly written and the proposed changes are in keeping with recognized industry practices. Referenced standards including National Park Service Preservation Brief Number 16 are appropriate.

2. Language such as "the AHBR shall review" is frequently used throughout the document. We didn't find any language under procedures that describes what information is to be submitted for review. It may be advisable to indicate that the burden of providing the evidence is the responsibility of the owner. This may not be something that you want in detail in the Design Standards. However, you may want some language indicating the responsibility and where to find guidance, such as "the AHBR shall review information provided by the applicant, and it is the applicant's responsibility to provide complete information, including samples, photographs, and/or drawings as needed. Applicants may contact the Planning Department for information on typical submission information for the type of project."

3. The Design Standards would benefit from a Table of Contents.

4. The Design Standards don't have any provision for "demolition by neglect." Is there any codified ordinance related to minimum building maintenance in the City? This relates to substitute materials in that deterioration is not a reason for replacement if the owner has neglected to maintain the material. With the exception of roofing,

gutters and downspouts, most building materials do not wear out simply due to age. Deterioration is generally due to a lack of maintenance. Common practices in cases of demolition or deterioration by neglect include requirements to document the lost (replaced) resource and archive the records at a local repository. Several communities also include financial penalties for demolition by neglect.

Please feel free to contact me if you have any questions or require further assistance.

Respectfully,

A handwritten signature in black ink, appearing to read "Lauren A. Pinney Burge". The signature is stylized and cursive, with a long horizontal flourish extending to the right.

Lauren A. Pinney Burge, AIA
Principal