



COMMUNITY DEVELOPMENT • 1140 Terex Road • Hudson, Ohio 44236 • (330) 342-1790

**DATE:** January 18, 2023  
**TO:** Architectural & Historic Board of Review  
**FROM:** Amanda Krickovich, Associate Planner  
**RE:** Annual City Council Update

### **Overview**

City Council is implementing an initiative to request all Boards and Commissions provide a brief annual update discussion. During this time, each board will have the opportunity to discuss any comments, questions or concerns they may have, as well as goals for the coming year. The AHBR will designate one representative to attend a City Council meeting on behalf of the Board. This meeting is tentatively scheduled for Tuesday, March 12<sup>th</sup> at 7:30 pm located at Town Hall. Staff, at the direction of the Board, will prepare a brief write-up that will be included on the City Council Agenda.

Listed below are suggested text for incorporation into the annual Board update:

### **Board Background Suggestions**

The Architectural and Historic Board of Review serves as a quasi-judicial body and is responsible for reviewing basic and major development as defined in the Land Development Code as well as development within the City's Historic District or is a designated Historic Landmark. The AHBR aligns their review with the City of Hudson Design Standards and the Secretary of Interior Standards, which is implemented to maintain the high-quality character of the City. Historic Landmarks or buildings within the historic district which are greater than fifty years old are reviewed according to the Secretary of the Interior's Standards for Historic rehabilitation and the National Park Service Preservation Briefs. The Board may request advice from a qualified, licensed architect consultant on any matters set forth in the code. If the Historic District and/or historic landmarks are involved, such architect shall be a qualified restoration architect. The AHBR is not bound by the consultants recommendation and is just advisory.

### **Duties of the Board as outlined in the following Charter and LDC Sections**

#### **SECTION 9.07**

#### **ARCHITECTURAL AND HISTORIC BOARD OF REVIEW – POWERS AND DUTIES**

All meetings of the Architectural and Historic Board of Review shall be public, except as may be provided by the laws of the State of Ohio. The Board shall have the power and the duty to review, approve, disapprove, or approve subject to conditions, all applications for zoning certificates other than zoning certificates for new non-residential buildings within zoning districts where both industrial and office uses are permitted, which shall be reviewed in accordance with the provisions of Section [9.02](#), and other than minor improvements to either residential or non-residential properties,

such as fences, small accessory buildings, building additions, and signs, as specified by Council, which minor improvements may be administratively reviewed, approved, disapproved, or approved subject to conditions by the City Manager or the Manager's designee(s). With respect to applications to construct, erect, alter, remove, move or demolish any and all structures, buildings or landmarks within any Historic District established and defined by Council, the Board shall also have the power and duty to issue or deny a Certificate of Appropriateness pursuant to procedures established by Council. In the exercise and fulfillment of these specified powers and duties, the Board shall protect and preserve the value, appearance and use of property on which buildings are constructed or altered, to maintain a high character of community development, to protect the public health, safety, convenience and welfare and to protect real estate within the Municipality from impairment or destruction of value. Guidelines for the fulfillment of such duties shall be specified with respect to architectural values in architectural criteria as adopted, and as may be amended, by Council. Any provisions of the Codified Ordinances of Hudson relating to the Architectural and Historic Board of Review existing pursuant to such ordinances at the time of adoption of this section shall continue in effect and shall be applicable to the Board established by this section unless and until modified or repealed by Council. The Board shall also have such other powers and duties as are now or may hereafter be conferred upon it by the laws of Ohio or by ordinance of Council.

Council, the Planning Commission and the City Manager shall consult with the Architectural and Historic Board of Review on application of the architectural criteria adopted by Council to physical development of the Municipality.

#### **1202.04**

##### **ARCHITECTURAL AND HISTORIC BOARD OF REVIEW.**

(a) Powers and Functions. As amended by the Charter of the City of Hudson from time to time, the powers and functions of the Architectural and Historic Board of Review ("AHBR") with respect to administering this Code are as follows:

(1) Architecture/design guidelines/historic preservation—residential and commercial development. Review applications for new structures, additions, alterations, fences, and signs, except for minor development and all development in Districts 6 and 8, and take final action relating to their compliance with all applicable architectural, design, and/or historic preservation guidelines and requirements. Review and take final action on applications for minor development referred to the Board from the City Manager.

(2) Architecture/design/historic preservation development in Districts 6 and 8. As appointed to the Design Subcommittee for Development in Districts 6 and 8, review plans for the design of buildings and other structures for proposed major developments and make recommendations to the Planning Commission.

(3) Historic districts and landmarks.

A. Review applications for certificates of appropriateness and take final action relating to the construction, erection, alteration, removal, moving, or demolition of any historic landmark.

B. Recommend to the City Council the geographic boundaries of additions to or changes in the Historic District, and to recommend those buildings and structures which should be designated historic landmarks.

C. Advise the Planning Commission, City Council, Building Inspector, other public agencies and property owners in matters involving structures and areas of historic and/or architectural significance, and, further, to assemble and make available information pertaining to funds, from both public and private sources, available for restoration, alteration and preservation.

D. Propose from time to time to the Planning Commission and Council the designation or removal of designation of structures and/or areas for historic preservation under the provisions of this chapter.

E. Make recommendations concerning the establishment of an appropriate system of markers for historic structures and areas and to advise owners or residents of historically and/or architecturally significant structures or areas on problems, techniques, and resources for historic preservation.

F. Make recommendations concerning the preparation of maps, brochures, and descriptive material about the City's structures and areas of historic and/or architectural significance.

G. Promote the public interest in the foregoing purposes by carrying on a public relations program.

(4) Adoption of architectural guidelines. The Board may recommend to Council for adoption amendments, appendices, or supplements to [Appendix D](#), Architectural Design Standards. When initiated by Council, Council shall upon adoption of such a resolution, certify the proposed amendment, appendix, or supplement to the Board for review and recommendation prior to adoption. The Board may, at any time, recommend to Council for consideration any amendment, appendix, or supplement it deems appropriate. Periodically, the Board shall study and review the uniform architectural criteria in light of circumstances then existing and may recommend to Council addenda, amendments, or updating, if any, that the Board deems appropriate. If the Board determines that no addenda, amendments, or updating is appropriate or necessary, it shall report that fact to Council.

## **2023 In Review**

- The AHBR met the second and fourth Wednesday of each month, with the exception of March, November & December where the AHBR met only on the second Wednesday of those months. The meetings were held at Town Hall, 27 E. Main Street and were held at 7:30pm.
- The AHBR reviewed a total of 150 cases, 54 of the cases were historic structures.
- In 2023, The AHBR reviewed the administrative rules and made changes to the application process.
- One new Board member was appointed to a partial term – Francoise Massardier-Kenney.
- BZBA Board staff liaison change, from Alicia Schrenk, Associate Planner to Amanda Krickovich, Associate Planner in May 2023.
- The Board selected Perspectus Architecture as a consultant architect to aid in review of complex cases.

## **2024 Objectives**

The AHBR is different from other advisory boards. The bi-monthly agenda is typically established by the applicable development applications submitted. Key objectives in 2024 are:

- Continue to review applications and implement the City's Design Standards and the Secretary of Interior Standards.
- Board education on historic material and historic property review criteria.
- Work with city staff to update the City's Historic Landmark properties.
- Support the Comprehensive Plan work in any manner.
- Additional objectives/items to be added by the board upon review.