

**ARCHITECTURAL REVIEW BOARD
CITY OF TWINSBURG**

MEETING DATES:

The Architectural Review Board holds meetings on the **first and third Thursdays** of each month. Meetings begin promptly at **5:30 PM** and are held in the Government Center, 10075 Ravenna Rd., Twinsburg, Ohio.

PROCEDURE TO BE PLACED ON AGENDA:

Applications shall be filed with the Building Department by the close of business on the Thursday preceding the meeting date. The Board reserves the right to limit agendas.

PLANS:

1. **Residential** applicants shall provide **three** sets of plans at ¼" per foot scale, including all appropriate measurements.
 - A. **New Construction Only:** Nine sets of topographical plans and certified tree survey overlaid directly on the site plan
2. **Non-Residential** applicants shall provide **seven** sets of plans at ¼" per foot scale, including all appropriate measurements.
3. All plans shall include:
 - A. Author's name, address, phone number
 - B. Elevations: Front, Rear, Right, and Left views
 - C. Floor plans: Depicting electrical, mechanical, and plumbing
 - D. Wall Section
 - E. Site plan (bound to each plan)

OTHER REQUIREMENTS:

1. **Color photographs of proposed site and contiguous properties**
2. **Samples of all exterior building materials and PMS colors**
3. Be prepared to describe, illustrate and support the following items during your appearance before the Board:
 - A. Design concept (function, style, character, etc.)
 - B. Design relationship with adjacent structures and streetscape.

INCOMPLETE SUBMISSION WILL BE RETURNED TO APPLICANT.

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I ARCHITECTURAL REVIEW STANDARDS

1. Architectural Style of the Community

Style of homes should match the regional vernacular architectural styles. The entire community must have a diversity of style. This diversity will work to break up any monotony of one predominant plan or style by merely reversing back and forth throughout a street or area. Continuity must be maintained throughout the community, which may seem contradictory to diversity, it is not and should not be confused as such. A single house plan and elevations, if varied slightly with respect to color, roof pitch, window style, or size or type, and façade can be diverse yet maintain the continuous flavor of the community.

The intent of this Architectural Review is to foster creativity, individualism, and a wholistic community comprised of several architectural styles of houses, each one individual but with continuity and character throughout the community. The following outline will be used to review the plans submitted. The review includes but is not limited to the following

II. ARCHITECTURAL STYLE OF HOUSES.

1. Some examples include but are not limited to:

- A. Cape Code
- B. Victorian
- C. Georgian
- D. Tudor
- E. Normandy
- F. Western Reserve
- G. French Chateau
- H. Colonial

2. Roofs and Roof Pitches: Roof pitches should correlate with the style of Architecture. A house should not have more than two different roof pitches. Too many different pitches create a cluttered unprofessional architecture.

- A. Dormers and roof windows can easily add to the charm and beauty of a house. Property proportioned and well-located dormers and skylights are endorsed.

4. Gutters and downspouts should match or complement the house exterior color scheme. They should match the trim color or the house siding color and be as unobtrusive as possible.

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5. Windows: Windows should be properly placed and well proportioned on all sides of the structure. Applicants are encouraged to relate to what is occurring on the first floor and the rest of the house. Align windows, when possible, with the first floor and proportion them to complement each other. Windows are more than a hole in the wall to get light into the house. A great deal of character can be emphasized with the proper windows. This item will receive a great deal of consideration at time of review.
6. Proportion, Scale, and Massing: All structures will be checked for these most important architectural criteria. Structures should be well balanced, symmetry is not required nor is symmetry necessarily balance. Windows, overheads, projected areas or portions of a house are usually a desirable attribute in many styles as long as it is not overdone. Windows and decorative elements can break up large masses of the house so that a more human scale is perceived. Patterns, rhythms, and articulation of architectural elements are encouraged as these usually make the style more interesting.
7. Multiple Houses: No more than two houses of the same style will be permitted adjacent to each other. No more than three houses may have the same color but all must have different trim colors. Builders are encouraged to vary and mix styles of houses. The same style house will not be permitted to be built repetitively down the street. It is recommended the same style house not be repeated within three houses in each direction.

III. COLORS FOR THE EXTERIOR

1. Structures submitted must have complete color schemes of all exterior components. Provide color samples of each material.
 - A. Samples must be large enough to easily view the colors.
 - B. Submit samples of all materials, including but not limited to: paint, stain, siding, trim, roof shingles, face brick.
2. Colors for a structure should complement each other and the adjacent structure.
3. All facades of a house are to be of the same color scheme. The only exception will be for dissimilar materials, such as a brick front with aluminum siding.

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III. EXTERIOR MATERIALS

1. The following list of materials shall be acceptable, including but not limited to:
 - A. Face brick, standard or modular size stone.
 - B. Wood horizontal lap, bevel, and vertical “V” groove.
 - C. Aluminum siding horizontal lap style, exposure to suit style.
 - D. Shingles; allowed on roof only, fiberglass, asphalt, wood, slate, or composition. Roll roofing is expressly prohibited except on flat roofs.
 - E. Siding shingles (wood) will be permitted on the proper style house.
 - F. Paints and stains including solid hiding and semi-transparent.
 - G. Wood and metal trim work and decorative details.
 - H. Wood and metal railings, balustrades, benches, millwork etc.

IV. CONSTRUCTION

1. Face brick must be installed from grade to bottom of siding. Concrete block foundations and concrete foundation walls above grade are not acceptable.
2. All siding must be either horizontal or vertical.
3. Trims to be as desired or to suit the architectural style of the structure.
4. Exterior stairs shall be the full width of the door. In the case of sliding doors, patio doors, french doors, and swinging door units, the stairs shall be the full width of the unit.
5. Porches, patios, verandas, porticos, and decks are encouraged as they add a great deal of character to a house.
 - A. All decks must be included in the plans at time of submission. Show all railings, benches, and stairs.
6. All homes must be designed to meet or exceed the applicable building codes and reviews of all authorities having jurisdiction over the project.
7. Nothing in this document shall be construed as conflicting requirements to the building codes governing the project. Submissions will be reviewed for compliance to the exterior architecture of the building. However, items which are in conflict to or appear to be in conflict with the building codes will be noted and transmitted to the building department of the City of Twinsburg, for their review.