

**Schulte House Design Guidelines**  
**4122 Glenway Avenue**  
**Adopted XXX,XXXX**  
**Ordinance # XXXXXXXX**

**Rehabilitation and Alteration**

***Intent and General Guidelines***

The following guidelines are adapted from, and comply with, the *Secretary of the Interior's Standards for Rehabilitation*. When a proposed change is not addressed by the guidelines, the *Secretary of the Interior's Standards for Rehabilitation*, *Interpreting the Standards Bulletins*, and the *National Park Service's Historic Preservation Briefs* will be used as guidance documents.

Exhibiting architectural characteristics associated with the Patterned Masonry, Queen Anne and Tudor/English Revival styles as applied to a historically residential building, the use of brick masonry with stone embellishments, roof treatments such as the gabled dormers, parapets, and battlements all contribute to the overall design and integrity expressed by this building. These guidelines are intended to ensure that rehabilitation will maintain historically significant features of the Schulte House. Guidelines are used by the Historic Conservation Board as a guide to assess the compatibility and appropriateness of proposed rehabilitation changes. Reviews by the Board are limited to exterior changes proposed for the structure. Repair and maintenance not changing significant features and clearly complying with the intent of these guidelines does not require review by the Board. Alterations made to the interior are not the purview of the Board, and are not subject to review by the Board.

**The following approaches are recommended:**

1. **Repair and Maintenance.** Ordinary repair and maintenance of like and kind to match the original construction, where visible and which does not change the appearance of the structure, is acceptable under these guidelines. Rehabilitation may include preservation, restoration, reconstruction, or a combination of these, as appropriate and reasonable for the structure.
2. **Maintenance.** Existing visible features that contribute to the overall character of the structure and in good condition should be maintained and preserved or conserved. Damaged visible features that can be repaired, should be repaired rather than replaced, wherever possible.
3. **Replacements.** Replacement of significant features badly damaged, deteriorated beyond reasonable repair, or missing, shall sensitively harmonize with characteristics of the original feature. Replication is appropriate, but is not required.

## Specific Guidelines

The following specific approaches to elements, features, and visible components are recommended:

1. **Materials:** Materials for visible features that are badly damaged, deteriorated beyond reasonable repair, or missing shall be replaced with materials or components that match as closely as possible the style, shape, color, treatments, and texture of elements replaced. Composition, type of joint, size of units, visible measures, placement, and detailing shall be appropriate for the structure. Because of ongoing technological innovations, synthetic materials that closely match existing characteristics may be utilized.
2. **Ornamentation:** Significant architectural features of the Schulte House include the following: red brick masonry, the arched openings of windows, gabled dormers and parapets, battlements/castellated parapets, entablature (cornice, frieze, and dentils), and stone adornments including belt courses, keystones, and floral panels. These features and other ornamental elements shall be preserved or conserved. Do not make replacements or substitutions of different scale, size, design, or incompatible materials. Replace ornamentation to match originals in character, scale, configuration, style, size, texture, and color. Some synthetic materials including fiberglass castings or composite materials may be considered but are not recommended treatments.
3. **Masonry Repointing:** Repointing deteriorated and/or missing mortar shall be done carefully and match the existing historic mortar as close as possible. Elements of new repointing mix shall be consistent with existing mortar in formulation, aggregate size, texture, color, and method of application. It is recommended that test patches be applied adjacent to existing mortar and allowed to dry in order to assess if the new repointing mix matches the original.
4. **Masonry Cleaning:** Masonry clearing should be conducted carefully using a bristle brush and mild non-ionic detergent to gently scrub the exterior brick and/or stone. If necessary, other masonry cleaning methods approved by the Secretary of Interior's Standards may be used. Test patches should always be used before any approved chemicals are used to clean masonry in order to determine the most appropriate methods for composition of cleaning agents, application, and cleaning results. Sandblasting is **not** an approved cleaning method and should never be used to clean historic masonry.

5. **Door and Window Openings:** Original wall openings on street facades should not be significantly altered or filled in. On secondary facades, original wall openings should not be significantly altered without consideration to the overall character of the original design.
6. **Window and Door Replacement:** If historic windows cannot be rehabilitated, new windows and doors on primary facades shall fill the original openings and be appropriate in material, scale, configuration, style and size.
7. **Roofs:** The gabled dormers, shaped Flemish gables, corbelled chimneys, battlements/castellated parapets, cornice line, and other architectural features that define the roofline of the building should be preserved. Due to the complexities of the roof and the roofline, installing vents, skylights, and rooftop utilities are not recommended; however, if they are to be incorporated, they should be inconspicuously placed.
8. **Painting:** Repaint the structure elements that have been historically painted. Brick and masonry that have not been painted in the past shall not be painted. Use colors that are appropriate to the structure's age, history, and style.
9. **Non-contributing Addition:** On the east side of the Schulte House is a one-story non-contributing addition. This addition can be removed with a Historic Conservation Board review. The removal of this addition shall not adversely affect historic materials of the building. Any changes to this addition shall follow the specific guidelines detailed above.

### **Additions, Exterior Alterations, and Site Improvements Intent and General Guidelines**

1. **Additions and New Structures:** Additions shall follow zoning and building codes and regulations and should be limited to other areas of the site not physically attached to the Schulte House, whenever possible. If an addition is connected to the house, the addition shall not destroy, remove, or obscure significant historic features and the connection shall be simple in design. New Structures shall be sympathetic, may be complementary, but should not be imitated in design. Additions and new structures should be designed to relate architecturally, not overwhelming the original structure. Rooftop additions should be set back to minimize visibility.
2. **Alterations:** Alterations shall follow construction guidelines for alterations, codes, and regulations. Alterations shall not change or alter significant architectural features on the structure.

3. **Appropriateness:** The appropriateness of design solutions for additions and alterations should include the following:
  - a. How well the proposed design for the addition or alteration relates to the original structure.
  - b. How closely the proposed addition or alteration meets the general and specific intentions of these guidelines.

## **Site Improvements and Alterations**

### **A. Intent and General Guidelines**

1. Site improvements such as improvements and/or alterations to existing paving, fences, and landscaping should be in keeping with the character of the building and not detract from its setting or architectural character.
2. The Design of any new site improvement construction should be in keeping with the character of the existing building and not detract from its setting or architectural character.
3. Any design of site improvements should capitalize on the unique setting and location of the Schulte House. The existing views towards the facades should be maintained as an important visual contribution to the integrity of the building.

### **B. Specific Guidelines**

1. **Signs.** Signs should be designed for clarity, legibility, and compatibility with structures on the site. Their design should be simple and contemporary. Billboards and rooftop signs are not permitted.
2. **Walls and Fences.** Walls and Fences shall be limited to service areas and when screening is required. Walls and Fences shall follow all applicable Zoning and Building Codes and regulations.
3. **Parking and Paving.** Installation of new paving shall follow the guidelines for Site Improvements. New paving should be limited to repairs or be subject to screening to ensure work complements the site and not diminish the historic integrity of its setting and feeling.
4. **Landscaping.** Landscaping should be complementary to and not overwhelm the building or property. Landscape should not diminish the historic integrity of its setting.

5. **Support Structures and Above Ground Utility Installations.** Shall follow the guidelines for Additions, Exterior Alterations, and Site Improvements. Shall be placed in an inconspicuous location and landscaping or screening may be necessary to further screen any structures or installations.
6. **Encroachments on the Right of Way.** Not applicable.
7. **Underground Utilities.** Shall be permitted provided it does not significantly alter the site conditions. A COA shall only be required if above ground site conditions are altered.

### **Demolition**

Any demolition, alterations, or modifications to the Schulte house, and minimum maintenance requirements, are governed by section 1435–09: Alterations and Demolitions; Certificate of Appropriateness; Minimum Maintenance, of the Cincinnati Zoning Code, ordained by Ordinance Number 217–2012, section 1, effective July 20, 2012, as amended. Any updates, modifications, or amendments to this section of the Cincinnati Zoning Code or legislation that supersedes Chapter 1435 of the Cincinnati Zoning Code which is established as the “Historic Preservation Code,” shall be considered the governing law.