

121 E. CHESTNUT ST
LANCASTER, OH 43130

LANCASTER HISTORIC COMMISSION



WORKING IN THE HISTORIC DISTRICT A GUIDE FOR CONTRACTORS



LANCASTER HISTORIC
COMMISSION

Need Help?

The Historic Lancaster Commission is here to help you and will strive to make the process of approval as easy as possible. We encourage your participation in preserving our heritage for upcoming generations.

*-for information on the historic district, Historic Commission meetings, tax abatements or to see the design guidelines, or find application forms check our website ,
www.ci.lancaster.oh.us/358/Historic-Lancaster-Commission*

-for questions and to submit applications contact

Certified Building Department

121 E. Chestnut St

Lancaster OH 43130

(740) 687-6649

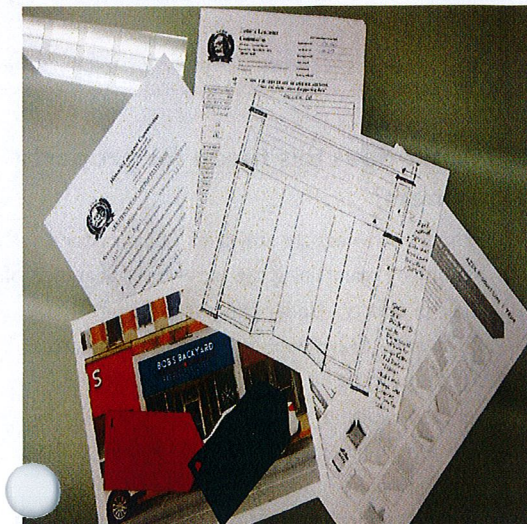
This project is made possible in part by a grant from the National Park Service, U.S. Department of the Interior administered by the State Historic Preservation Office of the Ohio History Connection. Department of the Interior regulations prohibit unlawful discrimination in departmental federally assisted programs on the basis of race, color, national origin, age or disability. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of Federal assistance should write to: Office of Equal Opportunity, U.S. Department of the Interior, National Park Service, 1849 C. Street, N.W. Washington, D.C. 20240.



How do I receive approval?

For work to properties w/in the LHD

The approval process is relatively easy. You will need to complete an Application for a Certificate of Appropriateness and submit it with the supporting documentation and application fee to the Certified Building Department. Some minor improvements may be approved administratively at that time. Major improvements will be reviewed by the Historic Lancaster Commission at its regular meeting. The review will be based on the design guidelines and focus on the historic features. While preservation is always the goal, modern techniques that reproduce the look and feel of the historic era are often approved. You will have a chance to present your proposal and answer any questions from the Commission. If the proposal is in accordance with the guidelines the Commission will approve a Certificate of Appropriateness. The Certificate does not authorize work that requires additional building, zoning or demolition permits but is required before those permits are issued.



**HISTORIC PRESERVATION
DEPENDS ON YOU!**

Say Lancaster and the thing that most people think about is our beautiful historic downtown. There is beauty; from our homes to our churches and shops to our civic buildings that all comes together to mark over 200 years of development. But these buildings could not exist without the dedication and commitment to maintain our historic appearance by the property owners, developers, City officials and citizens. As a contractor you are an important member of the preservation team.



What does this mean for property owners?

Property owners are stewards of Lancaster’s history by maintaining the exterior appearance of their property. Under Lancaster Codified Ordinance 1327.08 exterior modifications to a structure must be approved by the Historic Lancaster Commission prior to starting work. These modifications may include roofing, siding, painting (except for repainting the existing shutters, windows, additions, alterations, fencing, demolition or any improvement that will change the exterior appearance in any way. Modifications must conform to the Historic Lancaster Design Guidelines.

What does this mean for contractors?

The property owner usually will start the process by asking for help. In most cases, the guidelines has a hierarchy for repairs

- Repair the historic feature
- Replace with historically appropriate materials
- Reconstruction to replicate
- Substituting

As a contractor you will need to work with the property owner to select the proper methods and materials to comply with the Design Guidelines. The appropriate method may not be the cheapest method, but the method that preserves the historic building. The property owner usually takes the lead on requesting the Certificate of Appropriateness, but in some instances they may need your input and help.

As a contractor, you should know that permits cannot be issued until a Certificate of Appropriateness is issued. This step can add time to the permitting process. And some work, like painting, requires a Certificate of Appropriateness even if it does not require a permit from the Certified Building Department.



What if it is an emergency repair?

The guidelines allow for emergency temporary repairs for unsafe, insecure or dangerous conditions as ordered by Code Enforcement, Building Department or Fire Department. Following the temporary repair, the property owner will still need to receive a Certificate of Appropriateness for the final repairs.

What types of work require approval?

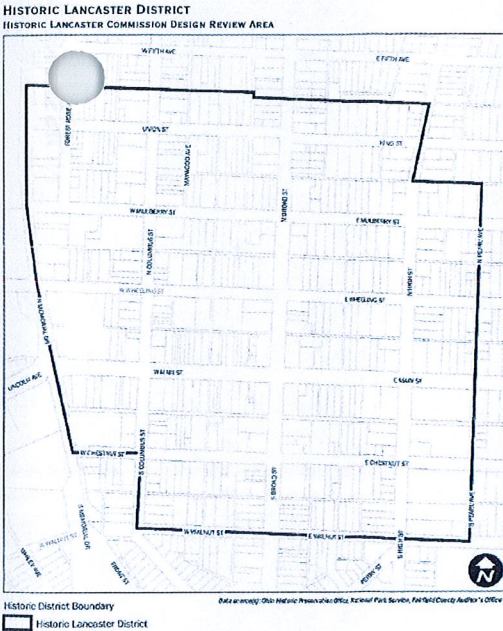
Historic Commission approval is required for all exterior modifications. These include

- Foundations and Masonry
- Siding and Trim
- Roofs
- Gutters and Downspouts
- Windows
- Doors and Entrances
- Porches and Stoops
- Storefronts
- Signage including Murals
- Awnings
- Decorative Features including cornices, parapets and upper facades
- Building and trim colors
- Garages and outbuildings
- Landscape features
- Streetscape including benches and planters
- Fencing



Where is the Lancaster Historic District?

The district shown below is roughly bounded by the alley between Fifth and Union/King Streets on the north, Walnut Street on the south, Pearl Street on the east and Memorial Drive on the west. Properties listed on the National Historic Register located outside this district may be subject to Commission review if State or Federal funds are involved.



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