




\*(ARB) Architectural Review Board Application - Major Review (for Additions to Principal structures (including porches) , Additions to Accessory structures, and New Principal Structures that DO NOT REQUIRE A VARIANCE. ( You must proceed to the BZAP application if you wish to request a variance from the Zoning Code) ARB meets on the 2nd Thursday of the month (except December) applications are due 4 weeks prior.

**Applicant**

 Katie Shepard  
 6143763979  
 katie.shepard@remax.net

**Location**

137 S ROOSEVELT AV  
Bexley, OH 43209

# ARB-20-9

Status: Active

Submitted: Feb 13, 2020

## A.1: Project Information - Also provide 2 hard copies of your plans to the Building Department

Brief Project Description :

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Architecture Review

true

Demolition

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Planned Unit Dev

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Rezoning

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## A.1: Attorney / Agent Information

Agent Name

Katie Shepard

Agent Address

377 S Roosevelt. Ave.

Agent Email

katie.shepard@remax.net

Agent Phone

614-376-3979

Property Owner Name

Katie Shepard

Property Owner phone

614-376-3979

If owner will not be present for review meeting, you must submit a permission to represent signed by the current owner.

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## A.2: Fee Worksheet

Estimated Valuation of Project

20000

Minor Architectural Review

true

Major Architectural Review

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Variance Review - Fill out a BZAP Application instead.

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Zoning

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Zoning Review Type

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**Sign Review and Architectural Review for Commercial Projects**

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**Review Type**

Fences and Walls

**Appeal of ARB decision to BZAP**

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**Appeal of BZAP decision to City Council**

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**B: Project Worksheet: Property Information****Occupancy Type Residential or Commercial**

Residential

**Zoning District**

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**Use Classification**

R-6 (35% Building and 60% Overall)

**B: Project Worksheet: Lot Info****Width (ft)**

50

**Depth (ft)**

130

**Total Area (SF)**

0.1492

**B: Project Worksheet: Primary Structure Info****Existing Footprint (SF)**

2266

**Proposed Addition (SF)**

0

**Removing (SF)**

0

**Type of Structure**

Add porch roof, porch floor, soffit on front and new backdoor entrance

**Proposed New Primary Structure or Residence (SF)**

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**Total Square Footage**

48

**B: Project Worksheet: Garage and/or Accessory Structure Info (Incl. Decks, Pergolas, Etc)****Existing Footprint (SF)**

2266

**Proposed Addition (SF)**

0

**New Structure Type**

porch roof

**Ridge Height**

10

**Proposed New Structure (SF)**

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**Is there a 2nd Floor**

--

**Total of all garage and accessory structures (SF)**

462

**Total building lot coverage (SF)**

1986

**Total building lot coverage (% of lot)**

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**Is this replacing an existing garage and/or accessory structure?**

No

**B: Project Worksheet: Hardscape****Existing Driveway (SF)**

183

**Existing Patio (SF)**

0

**Existing Private Sidewalk (SF)**

0

**Proposed Additional Hardscape (SF)**

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**Total Hardscape (SF)**

0

**B: Project Worksheet: Total Coverage****Total overall lot coverage (SF)**

2169

**Total overall lot coverage (% of lot)**

33

**C.1 Architectural Review Worksheet: Roofing****Roofing**

true

**Structure**

House or Principal Structure

**Existing Roof Type**

Arch. Dimensional Shingles

**New Roof Type**

Metal

**New Single Manufacturer**

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**New Roof Style and Color**

standing seam slate gray

**C.1 Architectural Review Worksheet: Windows****Windows**

true

**Structure**

House or Principal Structure

**Existing Window Type**

Other

**Other existing window type**

glass block

**Existing Window Materials**

Other

**Other existing window materials**

glass block

**New Window Manufacturer**

apco

**New Window Style/Mat./Color**

double paned white, centered on front porch

**C.1 Architectural Review Worksheet: Doors****Doors**

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**Structure**

House or Principal Structure

**Existing Entrance Door Type**

Insulated Metal

**Existing Garage Door Type**

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**Door Finish****Proposed Door Type**

Painted

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**Proposed Door Style**

**Proposed Door Color**

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**C.1 Architectural Review Worksheet: Exterior Trim**

**Exterior Trim**

**Existing Door Trim**

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**Proposed New Door Trim**

**Existing Window Trim**

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**Proposed New Window Trim**

**Trim Color(s)**

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**Do the proposed changes affect the overhangs?**

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**C.2 Architectural Review Worksheet: Exterior Wall Finishes**

**Exterior Wall Finishes**

**Existing Finishes**

true

Other

**Other Existing Finishes**

**Existing Finishes Manufacturer, Style, Color**

cement board siding

cement board siding, primed, never painted

**Proposed Finishes**

**Other Proposed Finishes**

Other

board and batten vertical cement siding

**Proposed Finishes Manufacturer, Style, Color**

**By checking the following box I agree (as the applicant of record) to monitor this application and respond to any additional information requested by the Zoning Officer, Design Consultant and Bldg. Dept. Staff, through the email in this application, in order to allow a notice to be written and sent out 2 weeks prior the next scheduled meeting and to be placed on the Agenda. I understand that incomplete applications may be withheld from the Agenda or only offered informal review.**

Vertical board and batten to be added by front porch area and on the front of the dormer area on the ne corner

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**D: (Staff Only) Tree & Public Gardens Commission Worksheet**

**Design plan with elevations (electronic copy as specified in instructions plus 1 hard copy)**

**Design Specifications as required in item 3 in "Review Guidelines and List of Criteria" above**

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**Applicant has been advised that Landscape Designer/Architect must be present at meeting**

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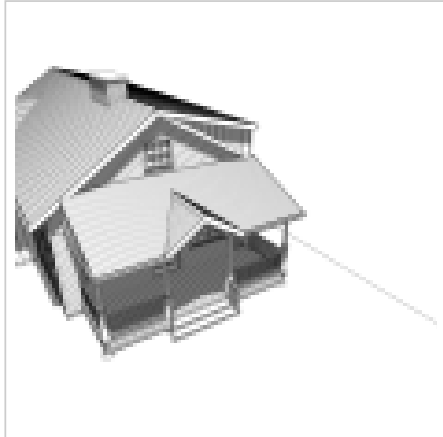
**Attachments (15)**



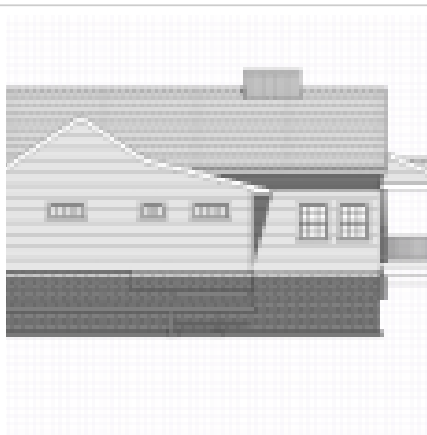
Photographs (required)  
Feb 13, 2020



Front Elevation.jpg  
Apr 30, 2020



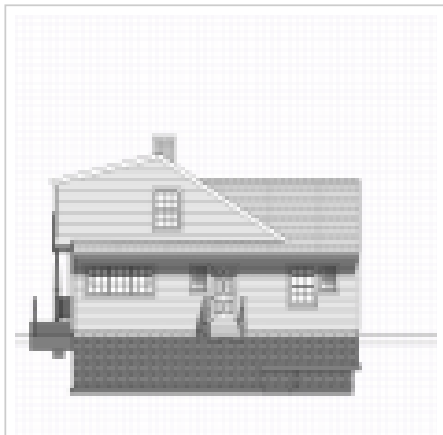
Front Perspective 1.jpg  
Apr 30, 2020



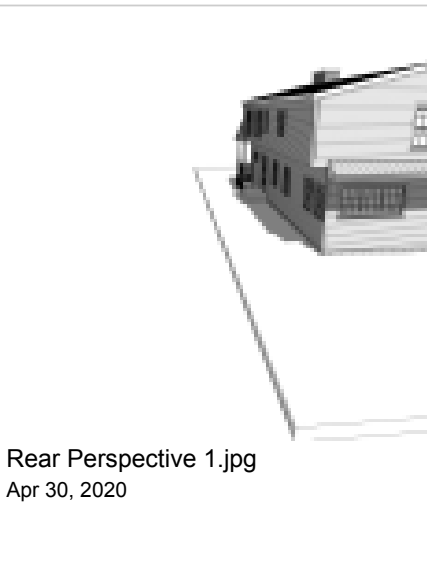
Left Elevation.jpg  
Apr 30, 2020



Right Elevation.jpg  
Apr 30, 2020



Rear Elevation.jpg  
Apr 30, 2020



Rear Perspective 1.jpg  
Apr 30, 2020

pdf **Landscape Plan for New Principal Structures**  
Feb 13, 2020

pdf **Site Plan**  
Feb 13, 2020

pdf **Floor Plan.pdf**

Feb 27, 2020

pdf **Notes.pdf**

Feb 27, 2020

pdf **137 s Roosevelt elevatio\_20200227144327.pdf**

Feb 27, 2020

pdf **SURVEY.pdf**

Mar 19, 2020

pdf **137 Setback distances.pdf**

Apr 23, 2020

pdf **137 South Roosevelt FINAL Drawings.pdf**

Apr 28, 2020

## Timeline

### Payment

Status: Paid February 27th 2020, 2:38 pm

### Zoning Officer

Status: Completed April 2nd 2020, 3:51 pm

Assignee: Kathy Rose

**Kathy Rose** February 20th 2020, 11:24:52 am

I need a survey and/or accurate site plan which indicates how far the existing structures are from the side, rear, and front property lines (my greater concern is the distance to the south side property line. also is this a shared driveway and are there easement agreements?)

**Kathy Rose** February 26th 2020, 1:43:10 pm

Not enough adequate information to evaluate.

**Kathy Rose** February 26th 2020, 2:13:35 pm

Katie: This would require Board review - therefore the fee is a major review and starts at \$90. I see you have paid \$55. so far.

**Karen Bokor** February 26th 2020, 8:43:33 pm

This submission does not have enough information to take to the Board - I would be happy to meet with you to show you the type of information we need to move forward.

**Katie Shepard** February 27th 2020, 10:01:06 am

Hi ladies! We are not planning on building on to any structure, we are just adding a roof over existing front stoop. There is tile on top of the stoop and we are not sure if there is a footer. If there is not a footer they plan to cut out the southeast corner to add a post and dig a footer for it. I'm sure you need this in more technical terms but we are not building any structure besides the porch roof and new soffit. Is there anyway I can stop and clarify this today? I'm available pretty much anytime before 3. My number is 614-376-3979. I'd really like to get this on for March so we can keep our contractors moving along.

**Kathy Rose** February 28th 2020, 9:34:27 am

Not having the survey to help determine the proximity to the side property line, and verify the lot coverage, allows me to know as to whether this goes to Architectural Review only or also Board of Zoning and Planning.

**Katie Shepard** March 19th 2020, 8:57:37 am

Are we good for April?

**Kathy Rose** March 19th 2020, 12:09:37 pm

No

**Kathy Rose** March 19th 2020, 12:13:50 pm

No survey, no "detailed" information (for the porch or soffit changes) what size?, material?. We need more than just a pretty picture . Please upload the necessary information, in order to be considered for the next meeting.

**Karen Bokor** March 21st 2020, 11:08:51 am

Hi Katie - It would be helpful to you to look on our city website at past cases (check out any application done by Amy Lauerhass - see puts together a great application packet) to see what documentation is needed - for example - to have an elevation that is a true

elevation - not a perspective - with dimensions and materials - in this case specifically it would be could to do a side by side elevation of the before and after. I would be more than happy to talk you through this via phone or an online meeting.

**Kathy Rose** March 31st 2020, 5:33:49 pm

@Robin Shetler did you say there is someone else taking over this application. It's still in Katie's name - I'll check to see if there is another application for this.

**Robin Shetler** March 31st 2020, 7:52:56 pm

@Kathy Rose , yes it is Steven Baldwin. He just got registered, I will change the building permit to his name as well. He is the one that is doing the phase I interior and then submitting for the phase II exterior changes.

**Robin Shetler** March 31st 2020, 7:58:13 pm

@Kathy Rose , I am also thinking that he is starting fresh and will be submitting his own applications since he is still working on his plans to submit for interior and then go before the board for exterior. I will respond to his email and ask him if he is submitting a new application in his name only.

**Kathy Rose** April 2nd 2020, 2:24:48 pm

@Robin Shetler I did get a survey which rules out the variance on the side yard porch roof addition. I'm thinking that if you partner adds the modified plans to this application, we might get somewhere.

**Kathy Rose** April 2nd 2020, 2:25:38 pm

Katie, the survey is what I needed to rule out the side yard variance. Thanks

**Kathy Rose** April 2nd 2020, 3:52:32 pm

@Karen Bokor still waiting on updated plans for the exterior improvements

**Kathy Rose** April 22nd 2020, 11:50:17 am

Katie: At what point were the measurements taken from on you setbacks?

**Katie Shepard** April 22nd 2020, 1:50:50 pm

Hi Kathy. It was explained to me that they were to be taken from the edge of the sidewalk closest to the house going up to the first enclosed living space of the house. Is that correct? thank you!

**Kathy Rose** April 22nd 2020, 3:33:15 pm

I'm wondering because it says your house is 42' 1" behind the sidewalk and the others are ranging from 74' - 93' However it does not appear that way - any clue as to why??

**Katie Shepard** April 23rd 2020, 2:18:43 pm

Hi Kathy...my measurements were incorrect but I got them done today, and will attached the updated sheet. Thanks!

**Katie Shepard** April 27th 2020, 2:22:08 pm

Hi Kathy, I just wanted to make sure you are comfortable with the information I've provided for review board? This should include front porch and office addition. Please let me know what else you need from me! I'm excited to get this project moving along :)

**Kathy Rose** April 27th 2020, 5:05:15 pm

Katie you really need to look at Karen Bokor's comments If she does not have what is needed, I'm not sure we can proceed. Please review her comments.

**Katie Shepard** April 27th 2020, 5:29:13 pm

I did submit a ton of architectural drawings with measurements, build plans ect on April 16th. I have not heard anything from her since then, so I was under the impression we were still proceeding for May review. Should I reach out to her directly?

**Kathy Rose** April 28th 2020, 9:16:20 am

I have the average setback at approximately 40' 6" Can you tell me the depth of the full front porch w the cover?

**Kathy Rose** April 28th 2020, 9:19:16 am

Katie I sent Karen screen shots that include: 3 different front elevations, 2 different floor plans and 2 different rear elevations. Can you explain why or which ones you are going forward with?

**Katie Shepard** April 28th 2020, 10:55:16 am

Yes, per the plans it looks like the deck is a total of 8.6ft. 7 ft porch with 18" of steps, putting the set back to 32 ft. This is noted on page 1 (set back) and page 3 (measurements) for porch.

**Katie Shepard** April 28th 2020, 11:02:00 am

And to just keep all correspondence in one place the plans I originally submitted in February were for the house when we were planning to flip the home and were working with a designer. When we realized these plans didn't provide enough detail we hired an architect and the contractor, Steve Baldwin, Lean Construction. He then took over correspondence with you all and coordinated demo, framing, plumbing and HVAC which is what has been done to this date. Over the past 8 weeks he has caused me nothing but headache and misinformation so we parted ways. Now I'm trying to get the permits approved and manage this until we hire another general contractor.

**Karen Bokor** April 29th 2020, 5:34:36 am

Hi Katie - wow - alot of different versions are still on the application. I would suggest removing the plans that are no longer relevant to the application so that Kathy and I can clearly understand what your final design is going to be. Hopefully we can streamline this to get it to the Board in a clear and understandable packet.

**Katie Shepard** May 3rd 2020, 10:06:49 am

Hi Karen, Are we good on this with the revisions I sent you from the draftsman?

**Katie Shepard** May 4th 2020, 12:29:20 pm

Hi Kathy, I've been working with Karen for review board approval and am curious what else I need to do for the interior permit? Last we spoke you were going to issue the top floor permit. I don't think my contractors will work until we have a full permit because they said it's not worth their time to come do 1/2 the job when they have all their tools/supplies there. Please let me know what you need from me to proceed. Thank you!

**Katie Shepard** May 5th 2020, 10:27:48 am

Any update?

**Karen Bokor** May 5th 2020, 11:19:58 am

Hi Katie - I have taken a good look at the new drawings and while I am ok with you coming to the Board I think they are still far from ready. It looks to me that your draftsperson simply took what I did in red - which were very surface level notations - and made them part of the drawings - that's a good start but the details need to be worked out technically and your architect or designer needs to do that. Best case scenario is that the application could be approved with conditions that you continue to work with me and more likely scenario is that the application is tabled.

**Katie Shepard** May 5th 2020, 11:24:36 am

Ok, thanks! So two questions my end. Could I have the builder I'm hiring give details on how it would be attached? And be part of the meeting with the board to answer any questions? This guy just keeps racking up my bill and doesn't seem to be getting to the detail level needed. Also, can I submit window and door information to you so I can get those ordered?

**Karen Bokor** May 5th 2020, 12:20:12 pm

You are welcome to have anyone testify for you on your behalf at the Board meeting. You will ultimately need technically correct accurate drawings for permitting and for review by the building inspector. Typically these details are worked out before coming to the architectural review board - it is only helpful and will save you money in the long run. You are welcome to order doors and windows that are replacements to what is currently existing but any windows and doors that are ordered for new construction or replacements that are not the same size or design will be at your own risk given the Board may request changes at the meeting.

**Karen Bokor** May 5th 2020, 12:21:05 pm

@Kathy Rose @Robin Shetler Please read the above conversation to catch up on this one!

**Kathy Rose** May 5th 2020, 12:21:46 pm

@Karen Bokor Please make sure I have a breakdown of your time spent on this case to add to her building permit. This is way more than is expected and I'm already upset that she has allowed the interior remodel to proceed under her assumption that we gave her a go ahead - which we did not. Any contractor working without a permit is subject to triple fees. so that includes building, electric, and plumbing - without permits!! all who are off the job because of a fall-out between the contractor and owner now.

**Katie Shepard** May 5th 2020, 12:48:56 pm

Ok, thank you! Will I receive details on how/when the meeting is taking place?

**Karen Bokor** May 5th 2020, 12:52:37 pm

The meeting will be held via zoom at its regular time (6:00, Thursday, May 14th) - the link can be found on the City's website which is Bexley.org (//Bexley.org) click on the link to the Architectural Review Board meeting and it will put you in the waiting room until your case is called.

**Katie Shepard** May 5th 2020, 1:00:51 pm

Great, thank you!

## Design Planning Consultant

**Status:** In Progress

**Assignee:** Karen Bokor

**Kathy Rose** February 26th 2020, 2:27:02 pm

@Karen Bokor - I called Katie and left a voice message today that the application is inadequate and we have not received a response to our previous emails. K.R.

**Karen Bokor** February 26th 2020, 8:44:00 pm

This submission does not have enough information to take to the Board - I would be happy to meet with you to show you the type of information we need to move forward.



**Kathy Rose** February 27th 2020, 2:49:37 pm

@Karen Bokor - I received additional information, but did not send out a notice as I do not know the setbacks and you may have comments for the applicant on the elevation information submitted as of this date.

**Karen Bokor** April 14th 2020, 2:48:08 pm

@Kathy Rose what is the status with this?

**Kathy Rose** April 20th 2020, 11:42:15 am

If you would like to add a front porch - I will need you to provide the setback measurement from the sidewalk to "enclosed" living space for this house and the 3 houses to the south and the one house to the north.

**Kathy Rose** April 20th 2020, 11:57:09 am

@Karen Bokor I see they just uploaded new plan and I'm so confused what or which exactly they are asking for. Looks like we have 4 entrances on one plan and 3 on another. I will also need setback (which I've asked for) in order to rule out any variance for the addition of a front porch. You might want to talk with them to suggest what direction they go with this. Or we might create an "informal review" on our monthly agendas!!

**Katie Shepard** April 20th 2020, 12:33:11 pm

Ok! I will get that tonight. Any idea how long the interior plans will take for review so we can get inspections? And who do I need to get door and window approval from?

**Kathy Rose** April 20th 2020, 2:40:19 pm

Katie: I did not see a wall section framing plan in your construction documents and I also did not see a before and after floor plan in order to know what is changing. also there are 3 exterior doors on one plan, and 4 exterior doors on another. I'm not comfortable moving this building permit until we have a concrete plan for the inspector to follow, many things that are further subject to board review and approval. I would get that plan in shape first, for me to write a notice. Also, I cannot send an incomplete application to the Board.

**Karen Bokor** April 29th 2020, 5:47:01 am

@Kathy Rose I put this one on the list but I don't think it's ready for the Board

### Architectural Review Board

Status: In Progress

**Karen Bokor** February 21st 2020, 11:23:06 am

For the Architectural Review Board we will need all elevations (not in perspective) and floor plans. It would also be helpful to submit photos from all sides of home.

**Kathy Rose** March 18th 2020, 6:28:45 pm

Still need a survey to determine the distance from the south property line to the porch roof proposed.

**Katie Shepard** April 28th 2020, 2:04:17 pm

Hi Karen! I've just attached final plans for porch addition, enclosed office addition, new doors and windows as well as interior floorplan layout. I believe this what was also submitted on April 16th but to avoid further confusion I've just added them again. Please let me know if you have any questions or concerns. I'm really hoping these drawings are sufficient but am happy to do whatever we need to keep moving us forward. Thank you!

**Karen Bokor** April 29th 2020, 5:39:46 am

Katie - lets talk today so I can get an idea of what plan is what and also we should talk through some technical issues on the details.

My cell is 614-214-1381 - just send me a text of good times to speak - I don't have alot scheduled so Im fairly free.

**Katie Shepard** May 5th 2020, 10:34:51 am

Hi Karen, any update?

**Board of Zoning and Planning**

Status: In Progress

**City Council**

Status: In Progress

**Tree Commission**

Status: In Progress

**Arborist**

Status: In Progress

