



Policy Bulletin

SIDING

No. 02-01

Authority to adopt: Cleveland Heights Building Code 1301,1511.02 RDHC, Architectural Board of Review
1313 Cleveland Heights Building Code.

Re: Rules and Regulations for **VINYL AND OTHER SYNTHETIC SIDING**

1. GENERAL

A building permit is required for the installation of vinyl or synthetic siding in accordance with the Cleveland Heights Building Code, and Policy Bulletin 02-01. Vinyl or synthetic siding shall be carefully installed as to protect the detailing of the original design. Detailing such as dentil molding, pillasters, columns, railings, balusters, etc. shall not be covered over, but rather left exposed or replaced with its equivalent. A variation from these regulations requires an approval from the Architectural Board of Review (Definition: Synthetic - other than wood).

2. SUBMISSION REQUIREMENTS

The following must be submitted for a permit:

- A. Clear photos, using a 35mm camera or equal, of all sides of the home to be sided. **(NO POLAROID, PLEASE.)**
- B. At least one close-up photograph of the existing siding. If more than one type of siding is present (clapboard, wood shingles, stucco) please submit a close-up photo of each type of material.
- C. A measurement of the height of the existing clapboard, shingle, or lap siding.
- D. A measurement of the height of the proposed synthetic siding.
- E. A brochure from the siding manufacturer, including details of the siding.
- F. All contractors must be registered with the City, and complete a Residential Siding Permit Application.

3. RESTRICTIONS

- A. "Jumping" (siding over existing window or door casings) is not permitted.
- B. Siding and detailing shall closely match the original in placement, size, proportion and general appearance.
- C. Window and door trim, cornerboards, fascia boards, brackets, dentil moulding, etc., if covered over with vinyl or synthetic trim, shall closely match the original wood details in appearance.
- D. Siding shall not be applied over brick, stone, stucco or other masonry surfaces.
- E. Vinyl or synthetic siding shall not be grained to resemble wood. (Subtle texture on lap siding and grained finish for shingle siding is acceptable.)
- F. Siding shall be installed in such a manner as to minimize damage to the historic siding beneath.
- G. Do not cover over windows and doors.
- H. Any variations from these regulations requires an approval from the Architectural Board of Review. *(ABR applications are available from the Building Department - FEE is \$35.00.)*

FROM THE BUILDING DEPARTMENT :

Information, Questions & Answers About Vinyl & Other Synthetic Siding

I am thinking about installing vinyl siding on my home. Is there anything I should know?

While vinyl siding is an alternative to painting your home, you should know that damaged wood siding and its underlying structure, while hidden, could continue to rot from hidden moisture. Also, you may want to be aware that the historic character and significance of your home could be reduced with synthetic siding.

Why should historic character be important to me?

Each home contributes to the overall charm and historic character of our city's neighborhoods. The original wood siding and carpentry details of your home are authentic and unique. Vinyl should be thoughtfully and carefully applied to protect as many of the details which contribute to the historic character of a home as possible.

What type of permit is needed to install vinyl siding?

Only a Building Permit is required as long as your home has clapboard siding and no windows or doors are to be removed or added, otherwise an appearance before the Architectural Board of Review would be required.

What is involved in obtaining a permit?

The following must be submitted:

- Clear photos, using a 35mm camera or equal, of all sides of your home (no Polaroids, please).
- At least one close-up photograph of the existing siding. If more than one type of siding is present (clapboard, wood shingles, stucco), please submit a close-up photo of each type of material.
- A measurement of the height of the existing clapboard or shingle.
- A measurement of the height of the proposed synthetic siding.
- A brochure from the siding manufacturer, including details of the siding.
- All contractors must be licensed.

What if I want to cover over a window or door with vinyl or aluminum siding?

We strongly recommend that you **do not cover over doors or windows with siding**. However, if you choose to pursue this option, **you must obtain the approval of the Architectural Board of Review**.

Are there any steadfast rules when it comes to vinyl siding?

Yes, you should be aware of the following:

- "Jumping," or siding over existing window and door casings, is not permitted.
- Siding shall closely match the original siding in placement, size, proportion and general appearance.
- Window and door trim, if covered with vinyl trim, shall closely match the original wood casing in appearance.
- Siding shall not be applied over brick, stone, stucco or other masonry surfaces.
- Siding shall not be grained to resemble wood (real wood siding does not have a raised wood grain).
- Siding shall be installed in such a manner as to minimize damage to the historic siding beneath.
- This bulletin becomes effective January 1, 2002.

***For more information, please call the
Cleveland Heights Building Department
at 216-291-4900.***