



## Architectural Review Board

### Meeting Minutes

October 8, 2018

7:00 p.m.

New Albany Architectural Review Board met in regular session in the Council Chambers at Village Hall, 99 West Main Street and was called to order by Architectural Review Board Vice-Chair Mr. Jonathan Iten at 7:03 p.m.

Mr. Matt Shull sworn in Ms. Sarah Briggs as a member of the Architectural Review Board.

Mr. Alan Hinson, Chair	Absent
Mr. Francis Strahler	Present
Mr. Jonathan Iten	Present
Mr. Jim Brown	Absent
Mr. E.J. Thomas	Present
Mr. Andrew Maletz	Present
Ms. Sarah Briggs	Present
Mr. Matt Shull	Present

Staff members present: Jackie Russell, Development Services Coordinator; Stephen Mayer, Development Services Manager; Chris Christion, Intern and Pam Hickok, Clerk.

Mr. Thomas moved, seconded by Mr. Strahler to approve the meeting minutes of September 10, 2018 meeting minutes. Upon roll call vote: Mr. Iten, yea; Mr. Strahler, yea; Mr. Thomas, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

Mr. Iten stated that he would like to hear the signage applications first on the agenda. No objections heard.

Ms. Russell responded none.

Mr. Iten swore to truth those wishing to speak before the Board.

Mr. Iten asked for public comment for any items not on tonight's agenda. Hearing none.

Moved by Mr. Maletz, seconded by Mr. Thomas to accept the staff reports and related documents into the record. Upon roll call vote: Mr. Iten, yea; Mr. Strahler, yea; Mr. Thomas, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

**ARB-64-2018 Certificate of Appropriateness**  
**Certificate of Appropriateness for new window signage at 160 W. Main Street for**  
**Board and Brush (PID: 222-004559).**  
**Applicant: Megan Gropp**

Mr. Chris Christian presented the staff report.

Mr. Iten stated that by code you can have 3 sign types, does that mean you can have as many signs as you want for each type.

Mr. Mayer stated that code allows 3 window signs, in addition to the other sign types.

Mr. Thomas asked why only one sign on the rear.

Mr. Mayer stated that was to meet code requirements.

Mr. Maletz asked the applicant what the intent was with the window signs.

Mr. Josh Gropp stated that only 3 allowed by code and other window is a display window.

Mr. Iten clarified that the intent is logo on the left side and the right side is display.

Mr. Gropp stated that the display signs.

Mr. Iten stated that you would have signs behind the glass.

Mr. Maletz asked if anything in code addresses redundancy of messages on signage.

Mr. Mayer stated that something in code does address it. We will find the code section for specific language.

Mr. Maletz stated that he will defer to the code but this seems a little out of character for the area.

Mr. Shull asked if we could have two signs in the rear and one in the front.

Mr. Maletz responded stated that we are trying to manage visual clutter on the Main Street elevations.

Mr. Mayer stated that code states that multiple sign types should be avoided to avoid repeated functionality.

Mr. Maletz stated that it would seem that the issue of redundancy raises a question. I don't know if two window signs are needed at the front door.

Mr. Thomas asked if there is a wall sign on the rear.

Ms. Russell stated that the same wall sign is in the rear that is in the front.

Mr. Iten stated that it is 10" tall and due to the small size.

Mr. Shull asked if other businesses have window signs.

Mr. Mayer stated that Maple Orthodontics and Cooke Demers on Market 1 building.

Mr. Iten stated that if the logo said something different.

Mr. Thomas asked what generated the need for this sign.

Mr. Gropp stated that we have had a lot of customers that have told us that they can't find us. The customers when walking are looking at the windows. He stated that he could change it to the logo.

Mr. Maletz stated that he would be supportive of using the name on one side and the logo on the other just to provide some aesthetic balance.

Mr. Gropp stated that they thought it would look nicer with both windows looking the same instead of having the name on one and a round logo on the other.

Mr. Thomas stated that it may be confusing.

Mr. Gropp stated that to meet the code requirement we couldn't have the logo and the name due to the size.

Ms. Briggs stated that the logo will not help customers find you because it doesn't have the name on it.

Mr. Gropp stated that they are not taking up the whole window it's only 10" tall.

Moved by Mr. Thomas, seconded by Mr. Strahler to approve ARB-64-18. Upon roll call vote: Mr. Iten, yea; Mr. Strahler, yea; Mr. Thomas, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

**ARB-67-2018 Certificate of Appropriateness  
Certificate of Appropriateness for new signage at 160 W. Main Street for Columbus  
OBGYN (PID: 222-004559).  
Applicant: Signcom Inc. c/o Bruce Sommerfelt**

Mr. Christian presented the staff report.

Mr. Iten asked if the sign height is the same as the other signs.

Mr. Mayer stated that as shown in the diagram, yes. Staff's recommendation is to make sure that it will be in line and enough room for the downcast lighting.

Mr. Bruce Sommerfelt, Signcom, provided an updated elevation. The second story business use would be better served if the sign was over the second story entrance. The original application showed a 2'x10' sign over the door. The updated elevation is more appealing and the reduced sign size is not detrimental. The intent was not to do any other lighting. The existing carriage light does extend above the lantern. We have 29" of clear space above the carriage light and don't believe there is room to add the gooseneck lighting. We would like to reduce sign size, not illuminate and center over door as shown in the new elevation.

Mr. Iten clarified that this new elevation is more accurate and the sign will be higher than the other signs due to the carriage light.

Mr. Maletz asked if the lanterns are goose necked.

Mr. Sommerfelt stated that they are not like the gooseneck lights. We are not able to move the sign down.

Mr. Maletz stated that everything makes sense. Trying to see if anything else made sense with the height issue.

Mr. Thomas stated that every other sign follows the base line except this sign.

Mr. Sommerfelt stated that except the sign at the tunnel.

Mr. Iten stated that it is the only sign over a door instead of a storefront. Likes the reduction in size.

Mr. Maletz asked what the distance will be between the top of light and the bottom of the sign.

Mr. Sommerfelt stated that it is about 2.25".

Moved by Mr. Maletz, seconded by Mr. Thomas to approve ARB-67-18 as submitted tonight at 8' with no lighting in the location as shown with a minimum of 2" from the existing light fixture and it matches the width of the door solid course arch. Upon roll call vote: Mr. Iten, yea; Mr. Strahler, yea; Mr. Thomas, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

### **ARB-56-2018 Certificate of Appropriateness and Waivers**

**Certificate of Appropriateness & waivers relating to front and side yard setbacks, building width, lot width, and signage details for a new development at 96 N. High Street (PID: 222-000080).  
Applicant: Greg Davis**

Ms. Jackie Russell presented the staff report.

Mr. Iten stated that a condition of approval is the use of fypon and fiber cement board. In last month's staff report the city architect questioned the use of fiber cement board but then in this staff report the city architect stated that the fiber cement board seems to be appropriate. What has changed?

Ms. Russell stated that the use of the fiber cement board was changed. Currently it is used over the doorway and previously it was used more prominently throughout the design along the parapets.

Mr. Iten asked on the staff report page 6 of 19, item B talks about the minimum and maximum parking spaces. What is the requirement for parking?

Mr. Mayer stated that the minimum is 2 parking spaces.

Mr. Iten stated that the minimum is 2, the maximum is 50 and we are at 26 parking spaces.

Mr. Thomas stated that this is a huge improvement.

Mr. Maletz asked if the applicant has agreed to the changes in the staff report on page 3 of 19.

Mr. Greg Davis stated that we agree to all of the changes and have updated plans tonight.

(applicant and board members walked away from microphones to look at plans on easel)

Mr. Maletz asked on the south elevation what the intent on the clock tower element is.

Mr. Tony Ponting, architect, stated that it is an elevator and they always need to be about one story higher than the building. Several conversations with the city architect. One suggestion was to remove the small gable piece.

Mr. Maletz stated that I think that was a good decision. I don't think the 12/12 roof pitch is necessary.

Mr. Thomas stated that you added an architecture feature and make the best out of it.

Mr. Maletz stated that the scale of the sign does seem more appropriate with the building. I do question the length to width. I think we should stretch the sign width slightly to provide some white space on each side.

Mr. Davis asked if it needs widen to the width of the windows.

Mr. Maletz stated no, it doesn't need to be that wide. He stated that the number of colors is a challenge. Asked staff if we have other signs in the area with that number of colors on the sign.

Mr. Mayer stated that we have some other signs in village center. ARB has approved a few signs with 5-6 colors. Staff stated that code states not to use overly bright or jarring colors. ARB has looked at in the past is that is it appropriate, is it adding more attractiveness to the building. Does it provide visual attraction?

Mr. Iten stated that we have approved it when it was the logo.

Mr. Davis stated that this is our registered mark.

Mr. Thomas stated that he supports the idea of broadening it out a little and providing the white space equal to the top.

Mr. Maletz asked if they have the revised other elevations.

Mr. Ponting state no just the west elevation.

Mr. Maletz stated that we proportionally modify the signage to fit within the gable and should maintain consistency of the roof pitches as much as possible. The south elevation entry canopy looks like an 8 or 10 pitch compared to the 4:12 pitch of the roof above. 6:12 at the entry and the feature looks like a 12:12.

Mr. Ponting stated that the entire roof will be changed to a 6:12 pitch except for the elevator tower.

Mr. Maletz asked what the purpose is for the roof projections (pointed to on elevation).

Mr. Davis stated that it is required by ODJS for shade.

Mr. Strahler asked what the dumpster screening will be.

Ms. Russell stated that it will be 8 arborvitae which meets code requirements. The city landscape architect required it to be a specific species but it meet code.

Mr. Maletz asked for the A401 dated 9/18/18 to be listed as exhibit

Moved by Mr. Maletz, seconded by Mr. Strahler to approve certificate of appropriateness and waivers for ARB-56-2018 subject to following conditions:

1. All comments from the city architect are satisfied, subject to staff approval
2. Final alignment and design of the streetscape along the proposed road is subject to staff approval.
3. A right-of-way dedication agreement be signed prior to the receiving a permit for construction.
4. Wall pack lighting is not permitted along the east and south elevations.
5. Any rooftop units must be screened on all four sides for sight and sound, final screening will be subject to staff approval.
6. Final playground equipment design is subject to staff approval.
7. A minimum of 176+/- square feet of landscaped area be provided within the parking lot to meet the landscaping requirement, subject to staff approval.
8. Revise the photometric plan there so that there is zero or near zero foot candle intensity along all parcel boundaries.
9. All ground mechanical devices and utility structures should be located in the side or rear yard and shall be fully screened from streets and neighboring properties.
10. The city landscape architect's comments are addressed, subject to staff approval.
11. The fence should be black and final design, subject to staff approval.
12. The projection of the sign will not exceed 18".
13. The sign will have a minimum of 1" relief.
14. Length of sign should be widened, subject to staff approval
15. Modify elevator roof pitch to be consistent with the building, subject to staff approval
16. Motion of approval is based on A401 plans dated 9/18/18 presented at the meeting.  
Upon roll call vote: Mr. Iten, yea; Mr. Strahler, yea; Mr. Thomas, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

**FDP-69-2018 Certificate of Appropriateness**

**Certificate of Appropriateness for an expansion of the Faith Life Church located at 2487, 2707, and 2337 Beech Road (PID: 095-112590-00.000, 095-111510.000, and 095-111504-00.002).**

**Applicant: Faith Life Church c/o Aaron L. Underhill, Esq.**

Ms. Jackie Russell presented the staff report.

Mr. Strahler clarified that they are granting the right of way but it will be a private road until the city takes it over.

Mr. Mayer stated that the city and Faith Life Church will enter into a right of way dedication agreement to allow the church to use the right of way area as a private drive until and if the city decides to plat the space which would turn it into a public road and the city would install the future public street and provide access off the street to the church at two locations.

Mr. Iten verified that is external to our review and this process.

Mr. Mayer stated that was correct.

Mr. Maletz asked if the ponds are detention or retention.

Mr. Steve Nixon stated that they will be wet.

Mr. Aaron Underhill, Underhill & Hodge, stated that this facility has been on this site for 20+ years. This will be a large facility but it's fitting that it's in an area that has grown and has other large facilities. This has been annexed recently from Jersey Township because they need access to public utilities for the expansion. This facility is very successful and we are looking at taking it from 54,000 sf to about 200,000 square feet. The accessory building were not ready for review at this time. The cities thoroughfare plan shows a connection and this was an opportunity to provide that connectivity back down to Innovation Campus Way West, we are happy to provide the right of way and the agreement that will be recorded with the auditor. The DGRs are not really applicable due to the existing facility. The architect has complimented the existing architecture. There is an 80' height limitation for the main structure of the steeple element. We have tried to make the steeple element proportional to the rest of the building. The smaller element on top will take it 82'. The minor elements are allowed to exceed the height limitation. (Mr. Underhill provided a slideshow).

Mr. Iten verified that warehouses are now existing to the south of this property.

Mr. Underhill confirmed. (slideshow) We want the element to be taller than the warehouse for visibility for north bound Beech Road traffic. The light intensity is objective on what is appropriate. The intent is for this not to be a beacon that can be seen from all over the city but to be used for wayfinding. We want to propose dimmer switches on the lighting in the tower to we have the ability to adjust if needed once built. We have several representatives from the church available for questions.

Mr. Iten asked what is the lighting at the warehouse at night.

Mr. Mayer stated no lighting at the warehouses except for maybe the monument signs.

Mr. Iten asked if they have parking lot lighting.

Mr. Mayer stated yes, parking lot lighting.

Mr. Nixon stated that the parking lot lighting and the service areas have downcast flood lighting.

Mr. Iten complimented the architect and it looks like it was designed together.

Mr. Brad Mower, architect, showed the material sample board and explained the different materials. The curve of the building was required by the pastor to continue with the project.

Mr. Iten stated that the lighting doesn't trouble me. Massive building all around.

Mr. Thomas stated that certainly with the dimmers so we can adjust if needed.

Mr. Maletz asked which elevation is the picture that was shown.

Mr. Mower showed him the correct elevation and stated that the system default is gray but it backfired tonight because it was too dark. We are matching. We will be altering the front entrance slightly. The existing entrance will get a smaller roof.

Mr. Maletz asked the intent of the steeple design, are those all guardrails?

Mr. Mower stated that it is occupiable space with an internal staircase with balconies.

Mr. Maletz asked if it was for the public.

Mr. Mower stated that no public access but we will need access for maintenance. No elevator in the building. Could be used for a special occasion but not for general public.

Mr. Maletz stated that guardrail material.

Mr. Mower stated black painted steel.

Mr. Maletz stated that what is proposed seems like a logical extension of the existing architecture. My question about the treatment was more about the long term maintenance with bird nesting or long term maintenance issues with the about of surface area. Are we evaluating the accessory buildings this evening?

Mr. Underhill stated that the site plan shows it for context but the buildings will be coming back at a later date.

Mr. Iten asked if the monument sign will be double sided.

Mr. Underhill stated yes.

Mr. Iten asked if they will be lit.

Mr. Mower stated that they will have halo lighting.

Mr. Thomas stated condition #6 states that the clock tower brightness does not exceed a level greater than that which is required in order to be seen from

Beech Road. In the middle of the night that amount will be very little and be dim.

Mr. Iten stated that I think I heard that applicant state that they want it brighter than that because they want to be able to see it from the exit.

Mr. Underhill stated that it is hard to articulate an objective standard. I think we will know it when we see it.

Mr. Thomas asked if it will be on a dimmer.

Mr. Underhill stated yes, we are committing to that.

Mr. Thomas stated that we just need it to be regulated.

Mr. Underhill stated that we need it bright enough for wayfinding from Beech Road and the interchange.

Mr. Mower stated that the company that will provide the dimmer controllers and on timers. This company has done this in sensitive areas for bald eagles and nesting turtles.

Mr. Maletz stated that the lighting levels needs to be subject to staff approval and noted that we need to be mindful of surrounding environment.

Mr. Underhill stated that we don't want this shining in people's windows but it hard to articulate what the standard should be but we have enough discussion in the minutes.

Mr. Maletz stated that they could provide spillover and cut off information. We want to be mindful of light pollution.

Mr. Underhill stated that it protects both the city and the applicant.

Mr. Shull asked with the exception of condition 1 & 2, is the landscape meet code.

Ms. Russell stated that condition 7 is from the city landscape architect.

Mr. Shull stated that a few neighborhood meetings were conducted and that discussions occurred regarding mounding and trees. You meet the city requirements but did you reflect the neighbor feedback.

Mr. Underhill stated that the last meeting was 8/31/18. The first meeting offered a fence and plantings and many didn't seem to want that. We came back with mounding and plantings and generally were alright with that. We want to do something that is uniform across those properties. For the record if they are sellers, we are buyers. We understand we are a large use next to them.

Mr. Shull stated that I like the leisure trail, where would it be placed.

Mr. Nixon stated that we were asked to install the fence and trail and showed on the map. There are existing storm inlets in some of those areas. We will need an easement for use of the fence and trail.

Mr. Shull stated that he didn't see it as a condition.

Mr. Strahler asked where is the trail is located.

Mr. Nixon stated that it will be between the fence and road.

Moved by Mr. Strahler, seconded by Mr. Thomas to approve FDP-69-2019 subject to the following conditions:

1. The parking lot by the provision center must be screened with a 3.5 foot high evergreen shrub to meet C.O. 1171.06(b).
2. That 46 additional trees be added to the site and the tree planting total is increased to 58.26 inches. The photometric plan be revised along the southern, southwestern and eastern property lines to have a zero or near zero foot candle intensity along all parcel boundaries.
3. A photometric plan must be submitted to the city staff, plan approval is subject to staff.
4. Parking lot lighting must be black or New Albany green.
5. The parking lot light intensity should have a zero foot candle at all parcel boundaries.
6. The brightness is able to be regulated and does not exceed a level to be established by staff, subject to staff approval
7. The city landscape architect's comments are addressed, subject to staff approval.
8. Leisure Trail installation is required along Beech Road. Upon roll call vote: Mr. Iten, yea; Mr. Strahler, yea; Mr. Thomas, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

Mr. Iten asked for any additional business (no response)

Mr. Strahler moved to adjourn the meeting, seconded by Mr. Maletz. Upon roll call vote: Mr. Iten, yea; Mr. Strahler, yea; Mr. Thomas, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

The meeting adjourned at 8:43 p.m.

**Submitted by Pam Hickok**

# APPENDIX



## Architectural Review Board Staff Report October 8, 2018 Meeting

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### COLUMBUS OBGYN – SIGNAGE CERTIFICATE OF APPROPRIATENESS

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LOCATION: 160 West Main Street , Suite 220 – Market and Main II  
APPLICANT: Signcom Inc.  
REQUEST: Certificate of Appropriateness for new signage  
ZONING: Market Street Expansion I-PUD (Infill Planned Unit  
Development), developed under the Urban Center Code  
STRATEGIC PLAN: Village Center  
APPLICATION: ARB-67-2018

Review based on: Application materials received September 11<sup>th</sup> and September 25<sup>th</sup>, 2018

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*Staff report prepared by Chris Christian, Development Intern.*

#### **I. REQUEST AND BACKGROUND**

The applicant requests a certificate of appropriateness to allow a new wall sign to be installed at the Main and Market II building. The sign is proposed to be located above a stairwell entrance that leads to the second floor at the Main Street elevation. Currently, the tenant has one wall sign installed on the parking lot elevation.

Previously, the Architecture Review Board approved a wall sign to be located on the Main Street elevation above a first floor tenant space. The applicant states that the landlord requests the sign be moved to an alternate location, above the entrance to the second story.

Per Section 1157.07(b) any major environmental change to a property located within the Village Center requires a certificate of appropriateness issued by the Architectural Review Board. In considering this request for new signage in the Village Center, the Architectural Review Board is directed to evaluate the application based on criteria in Chapter 1157 and Chapter 1169.

#### **II. SITE DESCRIPTION & USE**

The property is zoned I-PUD (Infill Planned Unit Development) under the Market Street Expansion text, but was developed under the Urban Center Code requirements. Therefore, the city's sign code regulations apply to the site.

The tenant space is located on the second floor of the new Market and Main II building. The tenant space can be accessed through two doors, one on the parking lot side of the building and one on the Main Street side.

### III. EVALUATION

#### A. Certificate of Appropriateness

The ARB's review is pursuant to C.O. Section 1157.06. No environmental change shall be made to any property within the Village of New Albany until a Certificate of Appropriateness has been properly applied for and issued by staff or the Board. Per Section **1157.07 Design Appropriateness**, the modifications to the building and site should be evaluated on these criteria:

1. *The compliance of the application with the Design Guidelines and Requirements and Codified Ordinances.*

- Per the city's sign code section 1169.14(a) each building or structure in the Village Core sub-district shall be allowed three (3) sign types. The current approved signage on the building is a wall sign. The proposed sign is a wall sign.

#### Wall Sign Board

- City sign code Chapter 1169.16(h) permits a maximum area of 40' square feet based on the building's frontage, allows one wall sign per business entrance, and requires a minimum sign relief of one inch. External illumination is allowed.
  - a. Size: 2' x 10' [meets code].
  - b. Area: 20 square feet [meets code].
  - c. Location: fastened flush above the second story stairwell door on the Main Street elevation. [meets code. See additional location analysis below].
  - d. Lighting: Staff recommends that the ARB confirm the lighting of the sign [See additional lighting analysis below].
  - e. Relief: 2 inches [meets code].
  - f. Colors: Blue with white lettering, logo and border (total of 2) [meets code].
  - g. Lettering Height: 5.25" inches [meets code]
- According to code section 1169.12(e) sign continuity should be achieved for buildings or storefronts with matching architectural composition and detailing. As designed, the proposed sign will sit off center of the stairwell entrance. Staff recommends a condition of approval that the sign board is narrowed in length so that it matches the width of the door's soldier course arch.
- Currently, there is a lantern-style light located directly above the stairwell entrance. The proposed sign will be installed above the existing lantern lighting fixture. The applicant states that there is 29" of space between the top of the lantern and the bottom of the second story window. Staff recommends the ARB confirm with the applicant the proposed lighting for the sign (which fixtures will be installed and where) to ensure there is adequate space for both the sign and additional downcast lighting.

- The sign will read “Columbus Obstetricians- Gynecologist, Inc.” and will feature a stork logo.
  - The proposed sign has cove-cut edges with scalloped corners.
  - The Columbus Obstetricians- Gynecologist is a second floor tenant, but are requesting signage on the first story. This signage is appropriate as it is located above a second story, stairwell entrance which leads directly to the tenant space. The first floor signage is appropriate as it keeps pedestrian scale.
2. *The visual and functional components of the building and its site, including but not limited to landscape design and plant materials, lighting, vehicular and pedestrian circulation, and signage.*
    - The wall sign is an appropriate sign-type for this tenant space.
  3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
  4. *All buildings, structures and sites shall be recognized as products of their own time.*
    - The building is a product of its own time and as such should utilize signs appropriate to its scale and style, while considering its surroundings. The proposed sign type appears to be an appropriate style for the building.
  5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
    - Not Applicable
  6. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
    - Not Applicable
  7. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*
    - Not Applicable

#### **IV. RECOMMENDATION**

Staff recommends approval of this certificate of appropriateness provided that the ARB finds the proposal meets sufficient basis for approval.

The proposed sign is consistent with the other wall signs and projecting signs’ designs within the Market Square area. While the proposed wall sign is an appropriate sign type for this location as the stairwell entrance leads directly to the tenant space, staff recommends the ARB confirm with the applicant the lighting plan for the sign to ensure there is enough space for the sign and the additional gooseneck lighting.

The sign board is two feet in height which is consistent and matches all other sign boards on this buildings. However, the sign’s width does not appear to be appropriately scaled for the space since it is wider than the door frame but not centered over it due to

an existing drain pipe. Staff recommends the sign board is narrowed in length so it matches the width of the door's soldier course arch.

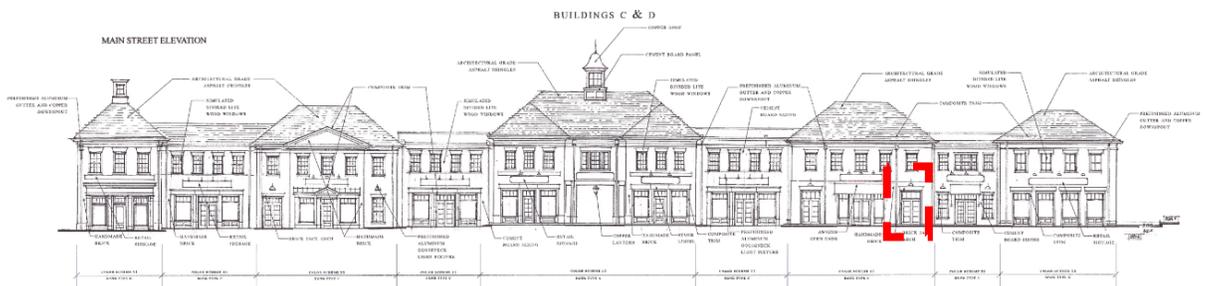
## V. ACTION

Should the Architectural Review Board find sufficient basis for approval the following motions would be appropriate. Conditions of approval may be added.

### **Suggested Motion for ARB-67-2018:**

Move to approve Certificate of Appropriateness for application ARB-67-2018 for new wall signs for Columbus OBGYN with the condition:

1. The sign board is narrowed in length so it matches the width of the door's soldier course arch.



*Source: Front elevation along Main Street from submittal from Market Street Building Design*



**Architectural Review Board Staff Report  
October 8, 2018 Meeting**

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**BOARD AND BRUSH WINDOW SIGNAGE  
CERTIFICATE OF APPROPRIATENESS**

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LOCATION: 160 West Main Street—Suite E  
APPLICANT: Megan Gropp  
REQUEST: Certificate of Appropriateness for new window signage  
ZONING: Market Street Expansion I-PUD, developed under the Urban  
Center Code requirements  
STRATEGIC PLAN: Village Center  
APPLICATION: ARB-64-2018

Review based on: Application materials received September 7<sup>th</sup> and 23<sup>rd</sup>, 2018.

*Staff report prepared by Chris Christian, Development Intern*

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**VI. REQUEST AND BACKGROUND**

The applicant requests review of a certificate of appropriateness application to allow a total of three window signs to be installed at the Market & Main II retail building for Board and Brush. Two of the proposed signs will be located on the Main Street elevation windows and one will be located on a rear elevation window.

Per Section 1157.07(b) any major environmental change to a property located within the Village Center requires a certificate of appropriateness issued by the Architectural Review Board. In considering this request for new signage in the Village Center, the Architectural Review Board is directed to evaluate the application based on criteria in Chapter 1157 and Chapter 1169.

**VII. SITE DESCRIPTION & USE**

Board and Brush currently has two wall signs, one above each of the entrances on the Main Street and parking lot elevations.

The property is zoned I-PUD (Infill Planned Unit Development) under the Market Street Expansion zoning text, but was developed under the Urban Center Code requirements. Therefore, the city's sign code regulations apply to the site. The tenant space is centrally located on the first floor of the Market and Main Street II building.

**VIII. EVALUATION**

**A. Certificate of Appropriateness**

The ARB's review is pursuant to C.O. Section 1157.06. No environmental change shall be made to any property within the Village of New Albany until a Certificate of

Appropriateness has been properly applied for and issued by staff or the Board. Per Section **1157.07 Design Appropriateness**, the modifications to the building and site should be evaluated on these criteria:

8. *The compliance of the application with the Design Guidelines and Requirements and Codified Ordinances.*
  - Per the city's sign code chapter 1169.14(a) each building or structure in the Village Core sub-district shall be allowed three (3) sign types. Window signs are a permitted sign type within the Village Center.
  - The three (3) window signs have the same design and are proposed to be installed in the same location on each window. Below, the signs are evaluated as one:

#### **Board and Brush Window Sign**

- City sign code Chapter 1169.16(e) permits one sign per window, up to three windows with a maximum size of 15% of the window area. External illumination is allowed. There are no other regulations for measurements. Window signs are permitted on first floor windows and storefronts. The applicant proposes three window sign with the following dimensions:
    - a. Sign Area: 10" x 45" [meets code].
    - b. Window Area: 65" x 55".
    - c. Percentage of Window Area: 12.8% [meets code].
    - d. Locations: Two (2) of the window signs installed in the center of the two storefront windows on the Main Street entrance. One (1) sign will be installed in the center of one of the rear, parking lot entrance windows.
    - e. Lighting: None [meets code].
    - f. Material: Vinyl [meets code].
    - g. Colors: White (total of 1) [meets code].
  - The signs appear to be appropriately scaled given the storefront's window size.
9. *The visual and functional components of the building and its site, including but not limited to landscape design and plant materials, lighting, vehicular and pedestrian circulation, and signage.*
    - The window signs appear to be appropriately located on the building. Similar window signs have been previously approved by the Architecture Review Board in other locations in the Market Square area. The proposed signs are pedestrian scaled and provide interest along the Market and Main walkways.
  10. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
    - The signs are positioned in a suitable location and do not block any architectural features.

11. *All buildings, structures and sites shall be recognized as products of their own time.*

- The building is a product of its own time and as such should utilize signs appropriate to its scale and style, while considering its surroundings. The proposed signs appear to match the style of the building.
12. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
- Not Applicable
13. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
- Not Applicable
14. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*
- Not Applicable

#### **IX. RECOMMENDATION**

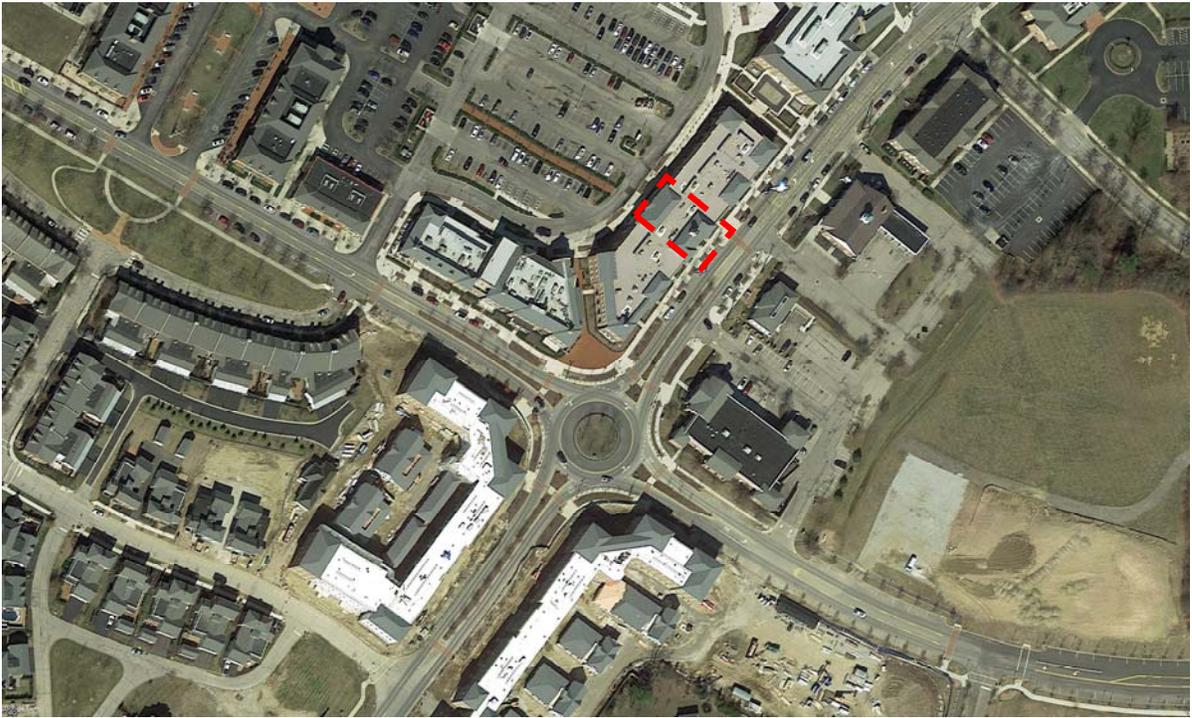
Staff recommends approval of the certificate of appropriateness application, provided that the ARB finds the proposal meets sufficient basis for approval. The signs meet all of the standards in the City Sign Code and are appropriately designed for the window spaces.

#### **X. ACTION**

Should the Architectural Review Board find sufficient basis for approval the following motions would be appropriate. Conditions of approval may be added.

#### **Suggested Motion for ARB-64-2018:**

Move to approve Certificate of Appropriateness application ARB-64-2018 (conditions may be added).



Source: Google Earth



**Architectural Review Board Staff Report  
October 8, 2018 Meeting**

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**CERTIFICATE OF APPROPRIATENESS AND WAIVERS  
ALL ABOUT KIDS DAYCARE AND OFFICE SPACE**

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LOCATION: 96 N. High (PID: 222-000080)  
APPLICANT: Greg Davis  
REQUEST: Certificate of Appropriateness & waivers for a new daycare  
ZONING: Urban Center District within the Historic Center Subarea  
STRATEGIC PLAN Village Center  
APPLICATION: ARB-56-2018

Review based on: Application materials including elevations received August 13, 24, and September 24, 2018.

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*Staff report prepared by Jackie Russell, Development Services Coordinator.*

**XI. REQUEST AND BACKGROUND**

The application is for a Certificate of Appropriateness and waivers to construct a new building that will have a day care on the first floor and office space on the second floor. The building is approximately 22,000 +/- square feet total. The application also includes a new parking lot, outdoor playground, and an extension of Miller Avenue.

The application was heard by the Architectural Review Board on September 10, 2018, but was tabled to the next meeting. At the September meeting the ARB made the following comments and recommendations:

- The ARB desired a different roof element to match the surrounding buildings and suggested a hip roof design.
- The ARB suggested the brick wall be removed from the front, and it be a simple fence.
- The ARB recommended modifying the building design and massing to align with the city architect's comments.

In order to address the ARB's comments, since the last ARB meeting the applicant has made the following revisions:

- Adjusted the shown ROW to the amount requested by the city.
- Increased the building footprint.
- Modified the architecture:
  - o to have a hip roof
  - o massing meets the city architect's comments.
  - o added detailing around the gable

- added detailing around the entrance
- simplified the window design and placement
- removed the brick wall from the front of the building for a simple fence

The application includes the following waiver requests:

1. A waiver to U.C.C 2.87 to allow the lot width to be 275 +/- feet where code allows a maximum lot width of 200 feet.
2. A waiver to U.C.C 2.87(a) to allow the street yard to be 28.5 +/- feet in an area where the maximum street yard is 20 feet along High Street.
3. A waiver to U.C.C 2.87(b) to allow the side yard along the north lot line to 37.2 +/- feet in an area where the maximum is 20 feet.
4. A waiver to U.C.C 2.87 to allow the building width to be 59%, which is less than the 80% minimum for the lot width along the High Street frontage.
5. A waiver to U.C.C 2.87 to allow the building width to be 42%, which is less than the 80% minimum for the building width along the Miller Avenue extension.
6. A waiver to U.C.C 2.89.5 to allow parking to encroach 6 +/- feet into the necessary ten feet behind the street yard of the Miller Avenue extension.
7. A waiver to C.O. 1169.16(d) to allow a wall sign to be 26 +/- square feet in an area where the approved area is 15 square feet.
8. A waiver to C.O. 1169.12(f) to allow a wall sign to contain six colors, instead of the maximum of four.
9. A waiver to C.O. 1169.16(d) to allow a wall sign to have 24" +/- lettering height in an area where lettering height must be no larger than 18" +/-.
10. A waiver to C.O. 1169.04 to allow a roof sign.

96 N. High demolition was reviewed and approved by the Architectural Review Board on August 14, 2017.

The proposed building and site is evaluated under the “Traditional Commercial” building typology development standards. The Urban Center Code will take precedence over any conflicting standard located in the Codified Ordinances of New Albany. The Urban Center Code is meant to work in conjunction with the Design Guidelines and Requirements.

## **XII. SITE DESCRIPTION & USE**

The site is zoned UCD Urban Center District, within the Historic Core Sub-district and is within the Village Center District. There are currently no existing structures on site. The site is 1.122 +/- acres.

According to the Urban Center Code 1.1 Regulating plan, 96 N. High Street is located within the Historic Core sub-district. According to the Urban Center Code 2.1.2 building typologies are permitted in corresponding sub-districts. The Traditional Commercial typology will be used to evaluate the application.

## **XIII. EVALUATION**

## A. Certificate of Appropriateness

The ARB's review is pursuant to C.O. Section 1157.06. No environmental change shall be made to any property within the Village of New Albany until a Certificate of Appropriateness has been properly applied for and issued by staff or the Board. Per Section **1157.07 Design Appropriateness**, the modifications to the building and site should be evaluated on these criteria.

### 1. *The compliance of the application with the Design Guidelines and Requirements*

- Section 3 of the Design Guidelines and Requirements (DGRs) provides the requirements for Village Center Commercial within the city. Overall, this building should follow the precedents of traditional American architectural design and be located in an appropriate setting.
- DGR Section 3 (II)(A)(1) states, that “buildings shall follow the stylistic practice of traditional American commercial architecture as described in the introduction above and the Design Principles and the “American Architectural Precedent” section.” The details and design characteristics of the traditional style selected for a new building shall be carefully studied and faithfully rendered in the new building's design. Design of new buildings in New Albany will be based on the precedent of American architectural styles. The city architect has reviewed the application and made the following comments in relation to the proposed design. Staff recommends a condition of approval that all comments from the city architect are satisfied, subject to staff approval:
  - The overall concept of the design has increased greatly.
  - The gable roofs should be modified to be a pitched roof on all four sides.
  - The roof pitch should be modified to be 6:12, instead of 4:12 or 8:12.
  - The classical features shall have more classical orders in relation to heights, profiles, relationships, and column profiles.
  - The city architect created the following sketch to indicate what additional detailing he suggests:



- The applicant is proposing to use the wall pack lighting on the northern elevation. Staff recommends a condition of approval that wall pack lighting is not permitted along the east and south elevations.
- Staff recommends a condition of approval requiring that all rooftop units be screened on all four sides for sight and sound, with final screening will be subject to staff's approval.
- DGR Section 3(II)(A)(8) states that buildings shall have operable and active front doors along all public and private roads. The proposed design places operable and active front doors along High Street and the future road
- Per DGR Section 3(II)(D)(1) and the Urban Center Code 2.87(d) the height cannot exceed three stories. The proposed application is two stories.
- The proposed building has four sided architecture and is using brick veneer as the primary building material with accents of limestone headers, fypon trim and crown moulding, and fibre cement boards.
- Per DGR Section 3(II)(E)(1), “the materials of which new buildings are constructed shall be appropriate for and typical of materials traditionally used in the commercial architecture which inspired the design of the new building. In general, wood and brick are the most appropriate exterior materials in the older areas of the Village Center District. Use of façade materials other than wood or brick must approved by the Architectural Review Board.” The Architectural Review Board should review the appropriateness of the proposed fypon crown moulding and the fibre cement board. See the Urban Center Code Section below for more evaluation.
- Staff recommends the ARB evaluate the appropriateness of this material and consider an alternative material.
- The applicant did not provide information in regards to the proposed playground equipment. The ARB should confirm with the applicant what the

- design of the equipment will be. Staff recommends a condition of approval allowing the final playground equipment design to be subject to staff approval.
2. *The visual and functional components of the building and its site, including but not limited to landscape design and plant materials, lighting, vehicular and pedestrian circulation, and signage.*
- Streetscape:
    - a. There is existing sidewalk and street trees that were previously installed by the City of New Albany along High Street. Therefore no modifications to the streetscape along High Street are proposed.
    - b. The Urban Center’s Street Plan shows an extension of Miller Avenue to be located within this general area. City staff is coordinating with the applicant, the property owner to the south, and the New Albany Plain Local School District to install a public street that will serve as an extension of Miller Avenue. Existing Miller Avenue and the proposed extension will not connect initially, but establishing this segment will provide for a future connection and create a lot and block system in the historic Village Center.
    - c. The Miller Avenue extension is identified as a Village Avenue street type within the Urban Center Code’s Street Plan. Per U.C.C. 5.2.1 all city sponsored public improvements should meet these standards, unless otherwise approved by the City Manager. The Urban Center Code recommends all streets have on-street parking. Staff recommends a condition of approval that the final alignment and design of the Miller Avenue streetscape is subject to staff approval.
    - d. The applicant has revised their site plan to show 23.8 feet of ROW to be dedicated to the city. Staff recommends a condition of approval that a Right-of-Way dedication agreement be signed prior to the receiving a permit for construction.
  - Landscape:
    - a. Urban Center Code Section 2.92.1 states that all street, side, and rear yards shall be landscaped with trees, shrubs, grass, ground covers, or other plant materials or a combination of these materials.
    - b. The landscape plan proposes ten new trees total, and sixty-six total hedges and shrubs between High Street and the proposed building, and around the front of the building between the Miller Avenue Extension, and around the dumpster enclosure. These additions meet code requirements.
    - c. Codified Ordinance 1171.05(b) states for commercial, industrial, office, institutional, and multiple-family uses, all trash and garbage container systems shall be screened or enclosed by walls, fences, or natural vegetation to screen them from view. Container systems shall not be located in front yards, and shall conform to the side and rear yard pavement setbacks in the applicable zoning district. The height of such screening shall be at least six (6) feet in height. Natural vegetation shall have a maximum opaqueness of seventy-five percent (75%) at full foliage. The use of year-round vegetation, such as pines and evergreens is encouraged.

- The dumpster enclosure meets the required setbacks, and height requirements.
  - The applicant is proposing to screen the dumpster enclosure with seven arborvitae.
- d. Codified Ordinance 1171.06(a)(2) requires a minimum of five square feet of green space (tree islands) for every one hundred square feet of parking area. The applicant has not provided the amount of landscaped area within the parking lot. Staff recommends the ARB consider a waiver for the open space of the parking lot.
- If the applicant converts the parking space, which is not compliant with the setback requirement (see waiver section below) to a parking island, the applicant will gain 171 +/- square feet of landscape area, but would still need a waiver.
- e. Codified Ordinance 11761.06(a)(3) requires one canopy tree should be installed for every 10 parking spaces. The applicant is providing 26 parking spaces therefore requiring 3 trees. The applicant meets code requirements by proposing 4 trees.
- f. Codified Ordinance 1171.05(e)(2) requires a minimum of one tree for every 5,000 square feet of ground coverage and a total planting equal to ten (10) inches plus one-half inch in tree trunk size for every 2,000 square feet over 20,000 square feet in ground coverage. The site has a total ground coverage area of 28,245 sq. ft. which results in the requirements of having to provide 1 tree and a tree planting totaling 14". The applicant is providing 6 trees and a tree planting totaling 15," along the north lot line and along the new proposed road, which meets code requirements.
- g. The city's landscape architects comments are as follows below. Staff recommends a condition of approval requiring that the city landscape architect's comments are addressed, subject to staff approval.
- Screen proposed parking lot from existing adjacent single family homes and public rights-of-way with evergreen shrubs per zoning code regulation.
- h. The applicant has provided details of the fence. The fence is proposed to surround the High Street elevation, around the playground areas. It appears the applicant has indicated the fence will be black or bronze, the ARB should confirm which color the applicant is intending on using. Staff recommends a condition of approval that the fence be black and the final design is subject to staff approval.
- i. The applicant has modified the front fence to be fence only per the ARB's request at the September meeting. The former design proposed a brick wall for the fence to sit on along the west elevation.
- j. The applicant modified the species to be Juniperus ch. 'Spartan'. Lighting per the city's landscape architect.
- k. A revised photometric plan was not submitted.
- Staff recommends a condition of approval requiring the applicant to revise the photometric plan so that there is zero or near zero foot candle intensity along all parcel boundaries.
- l. The applicant is providing two parking lot light fixtures.
- The applicant confirmed the parking lot lights will be black.

- m. Stormwater will be handled in an underground detention area, located in the parking lot.
- Parking and Circulation:
  - a. The site is currently accessed from an existing curb-cut on High Street. The applicant proposes to access the site via a curb-cut off of the Miller Avenue Road extension. The applicant is providing parking spaces sized 9'x19' and a drive aisle to be 22 feet wide to match the standards found in the city's parking code.
  - b. Per UCD section 2.89.2 parking shall be provide a minimum of 2 parking spaces and a maximum of one off-street space per 400 square feet of space.
    - i. The maximum amount of parking spaces that can be provided is 55 parking spaces.
    - ii. The applicant is providing 26 parking spaces.
  - c. Per UCD 2.89.7 Bicycle parking is required. According to the Bicycle Integration Plan in the Urban Center Code (Section 5.30.3) 4 hitches should be provided per 100 off-street parking spaces. The total parking spaces for the daycare is 26 spaces. The applicant proposes 4 hitches, which meets the Urban Center Code requirement.
- Signage:
  - a. The applicant has proposed to install one wall sign on the High Street elevation. Although the building is located within the Historic Core sub-district within the Urban Center, it is located in Core Residential within the sign code. The Architectural Review Board must evaluate the new sign. Wall signs are required to meet the following regulations within the Core Residential District:

**Wall Sign Board**

- City sign code Chapter 1169.16(d) permits a maximum area of 15 square feet based on the building's frontage and allows one wall sign per business entrance and requires a minimum sign relief of one inch. External illumination is allowed. The applicant proposes a wall sign with the following dimensions:
  - h. Size: 6.5' x 4' [does not meet code, see waiver section below].
  - i. Area: 26 square feet [does not meet code, see waiver section below].
  - j. Location: fastened flush to the storefront face above the High Street entrance and elevation [meets code].
  - k. Lighting: no lighting [meets code].
  - l. Projection: Maximum is less than 18" [The applicant did not provide this information to staff. The ARB should verify with the applicant that the sign will not exceed 18", additionally staff recommends a condition of approval that the sign will not exceed 18" of sign projection].
  - m. Relief: Minimum sign relief must be at least 1" [The applicant did not provide this information to staff. ARB should verify with the applicant that the sign will have a relief of at least 1."]

Additionally, staff recommends a condition of approval that the sign will have a minimum of 1” sign relief].

- n. Colors: black, white, red, green, blue, and yellow (total of 6) [does not meet code, see the waiver section below].
  - o. Lettering Height: 24 inches [does not meet code, see the waiver section below]
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
- It appears that with the changes made by the applicant and the additional detail comments of the City Architect the building will be appropriately styled for the Village Center. Additionally, the proposed road is an important component of the site plan. Both the city’s Strategic Plan and Urban Center Code envision a pedestrian oriented Village Center by creating walkable environments through a lot and block layout. The proposed street connection will help establish this connectivity system.
4. *All buildings, structures and sites shall be recognized as products of their own time.*
- The proposed building is new construction and appears to be a product of its own time.
5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
- The applicant proposes to use brick veneer, a fibre cement board, Fypon crown moulding, and limestone header. The DGRs state materials of which new buildings are constructed shall be appropriate for and typical of materials traditionally used in the commercial architecture which inspired the design of the new building. In general, wood and brick are the most appropriate exterior materials in the older areas of the Village Center District. Use of façade materials other than wood or brick must be approved by the Architectural Review Board. The board should review the appropriateness of the fibre cement board and fypon crown moulding. The City Architect made the following comments on the proposed products:
    - a. Fypon is a “pvc” product that is used extensively throughout New Albany. Especially on homes in the Country Club Community. It looks like wood when painted and appears to be appropriate.
    - b. The fibre cement board appears to be appropriate in this application.
6. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
- Not Applicable.
7. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*
- Not Applicable.

### **Urban Center Code Compliance**

#### **1. Lot and Building Standards for the “Campus” building typology**

<b>Standard</b>	<b>Minimum</b>	<b>Maximum</b>	<b>Proposed</b>
Lot Area	No min	No max	1.122 acres
Lot Width	No min	200 feet	177 feet on High Street and +/- 274.51 along the new proposed road [Meets requirement]
Lot Coverage	No min	100%	59%
Street Yard	5 feet	20 feet	28.5 feet along High Street [ <u>Does not meet requirement, see waiver section below</u> ] 5 feet along the new proposed road [Meets requirement]
Side Yard	0 feet	20 feet	37.2 feet (north side) [ <u>Does not Meet Requirement, see waiver section below</u> ]
Rear Yard	15 feet	No max	106.6 [Meets requirement]
Building Width	80%	100%	42% along future road and 59% feet along High Street [ <u>Does not Meet Requirement, see waiver section below</u> ].
Stories	2	3	2 story [Meets requirement]
Height	No min	55 feet	30 +/- feet to top of roof [meets code]

- The application does not show where mechanical devices are located. The UCC Section 2.141 states that any above ground mechanical devices and utility structures shall be located in the side or rear yard and shall be fully screened from the street and neighboring properties. The Architectural Review Board should confirm with the applicant that all ground mechanical devices and utility structures are located in the side yard, rear yard, or behind the hip roof and are fully screened. Staff recommends a condition of approval that all mechanical devices will be fully screened, for sight and sound, subject to staff approval.
- This area is marked as an architectural focal point within the Village Center. Per UCC 3.26.2, “if the planned architectural focal point occurs at an intersection, buildings shall address the intersection through either emphasized massing at the corner, increased height, a detailed corner entrance, or highly articulated frontages as a gallery or arcade.”
- This requirement is satisfied through the design of elevator shaft located on the southern elevation. The applicant has designed the elevator shaft to provide an additional architectural feature and focal point to the development. This provides additional height and interest to the building. Additionally, the applicant has added the gable roof along the High Street elevation to provide additional building height and architectural interest which draws attention to the architectural details of the building.

## **B. Waiver Request**

**Per C.O. Chapter 1113.11 the ARB shall either approve, approve with supplementary conditions, or disapprove the request for a waiver. The ARB shall only approve a waiver or approve a waiver with supplementary conditions if the ARB finds that the waiver, if granted, would:**

- a) *Provide an appropriate design or pattern of development considering the context in which the development is proposed and the purpose of the particular standard. In evaluating the context as it is used in the criteria, the ARB may consider the relationship of the proposed development with adjacent structures, the immediate neighborhood setting, or a broader vicinity to determine if the waiver is warranted;*
- b) *Substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the Village Center Strategic Plan, Land Use Strategic Plan and the Design Guidelines and Requirements;*
- c) *Be necessary for reasons of fairness due to unusual site specific constraints; and*
- d) *Not detrimentally affect the public health, safety or general welfare.*

**The application includes the following waiver requests, each evaluated below:**

1. A waiver to U.C.C 2.87 to allow the lot width to be 275 +/- feet where code allows a maximum lot width of 200 feet.
2. A waiver to U.C.C 2.87(a) to allow the street yard to be 28.5 +/- feet in an area where the maximum street yard is 20 feet along High Street.
3. A waiver to U.C.C 2.87(b) to allow the side yard along the North lot line to 37.2 +/- feet in an area where the maximum is 20 feet.
4. A waiver to U.C.C 2.87 to allow the building width to be 59%, which is less than the 80% minimum for the lot width along the High Street frontage.
5. A waiver to U.C.C 2.87 to allow the building width to be 42%, which is less than the 80% minimum for the building width along the Miller Avenue extension.
6. A waiver to U.C.C 2.89.5 to allow parking to encroach 6 +/- feet into the necessary ten feet behind the street yard of the Miller Avenue extension.
7. A waiver to C.O. 1169.16(d) to allow a wall sign to be 26 +/- square feet in an area where the approved area is 15 square feet.
8. A waiver to C.O. 1169.12(f) to allow a wall sign to contain six colors, instead of the maximum of four.
9. A waiver to C.O. 1169.16(d) to allow a wall sign to have 24" +/- in an area where lettering height must be no larger than 18" +/-.
10. A waiver to C.O. 1169.04 to allow a roof sign.

**1. A waiver to U.C.C 2.87 to allow the lot width to be 275 +/- feet where code allows a maximum lot width of 200 feet.**

- A waiver is requested to U.C.C 2.87 to allow the lot width to be larger than the maximum along the street yard of the new, proposed public road Miller Avenue.
- Currently the lot only has frontage along High Street. However, once the proposed Miller Avenue extension is platted, the property will have a width of 275 +/- feet along the frontage of the proposed road. The Urban Center Code requires the lot width to not exceed 200 feet.
- The proposed development appears to provide an appropriate design or pattern of development considering the context in which the development is proposed and the purpose of the standards set forth in the Urban Center Code.

- The intent of the code is to provide the desired street standards and plan to ensure that connections are made in a proper locations. Since the Urban Center Code indicates this connection within the Street Standards Plan, the waiver is warranted, and would not be needed if the City did not desire the connection.
- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City Sign Code. The Urban Center Code Streets Standards Plan calls for this road connection to be made to create a highly connected lot and block system in the Historic Village Center. The waiver is necessary to accomplish this recommendations of the Urban Center Code. Without the proposed road, the applicant would not need a waiver.
  - Approving the waiver appears to be necessary for fairness and provides an appropriate design or pattern of development considering the context in which the development is proposed since this lot depth has been established by developed lots to the south.
  - It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**2. A waiver to U.C.C 2.87(a) to allow the street yard to be 28.5 +/- feet in an area with a maximum street yard of 20 feet along High Street.**

- A waiver is requested to U.C.C 2.87(a) to allow the street yard to be larger than the maximum along High Street.
- The property has a street yard, along High Street, of 28.5 feet. The Urban Center Code Section 2.87(a) requires that the street yard not exceed 20 feet.
- It appears the building location will provide an appropriate pattern of development considering the surrounding development. The Animals-R-Special building is located 85 +/- from High Street, the Shockey development is setback +/- 30 feet, and the school buildings are setback at a minimum of 258 +/- feet. The surrounding development pattern has much larger setbacks than 20 feet so this proposed structure will not feel out of place, in fact it will maintain the current character.
- The intent of the code is to ensure that all buildings within the Village Center are pedestrian orientated and activating the streets.
- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City Sign Code. The Urban Center Code recommends building to be located closer to the road to engage pedestrians. Even though the building an additional 12 +/- feet from the street, the property owner meets the intent of the Strategic Plan and Urban Center Code by providing streetscape amenities such as sidewalks to create a walkable environment
- Approving the waiver appears to be necessary for fairness since there is a 20 foot utility easement that is preexisting, as well as a 25 foot conservation corridor from a tributary of the Rose Run. No development can occur within these zones and the Strategic Plan calls for the preservation of these tributaries. The building is built up to the conservation zone.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**3. A waiver to U.C.C 2.87(b) to allow the side yard along the North property line to be 37.2 +/- feet where the maximum is a 20 feet.**

- A waiver is requested to U.C.C 2.87(b) to allow the side yard along the North lot line to 37.2 +/- feet where the maximum is 20 feet.
- The proposed development has a side yard of 37.2 +/- feet from the North property line in an area where there is a 20 foot side yard maximum.
- The site design appears to provide an appropriate design or pattern of development considering the context in which the development is proposed and the purposed of the particular standard. This area is a transitional area into the Village Center. The school campus has large spaces between buildings, with this building being located across the street from the school campus, more space around the site will fit into the character of this section of the Village Center.
- The proposed site plan locates proposed playground space and covered areas which will fill approximately 37 +/- feet of the side yard space. If the playground space were included in the calculation for the building width the proposed side yard would be less than one foot and meet the Urban Center Code requirement.
- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit. The New Albany Strategic Plan and Urban Center Code recommend buildings be pedestrian oriented, and occupy up to 100% of the site. The proposed side yard is larger than the Urban Center Code requirement to provide space for proposed playground space. Additionally the 25 foot conservation area occupies a majority of the side yard, the building is built in order to successfully maintain the required area. In order to provide the outdoor playground space and remain out of the conservation area, a larger side yard setback is necessary.
- Approving the waiver appears to be necessary for fairness since the applicant is filling majority of the open space with playground equipment to add visual interest along the street, the side yard will not be empty and will appear to be meeting the code requirement.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**4. A waiver to U.C.C 2.87 to allow the building width to be 59 %, which is less than the 80% minimum for the lot width along the High Street frontage.**

- A waiver is requested to U.C.C 2.87 to allow the building width to be less than the 80% minimum of the lot width along the High Street frontage.
- The proposed building is 104.5 +/- feet in width along High Street which has a lot width of 177 feet, resulting in approximately 59% building width. The Urban Center Code 2.87 requires building width to be at least 80%.
- The site has a creek located toward on the northwest corner of the property. C.O. 1171.03(d) requires 100 foot buffer along the stream's centerline with a minimum of 25 feet per each side of the centerline of the stream. The proposed design meets the code requirement, being located exactly on the edge of the street buffer zone.

- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City Sign Code. The New Albany Strategic Plan and Urban Center Code recommend buildings to occupy majority of the site. The building also contains a 20 foot wide covered play area to the north of the building.
- Approving the waiver appears to be necessary for fairness since 23.8 feet of the site width will be dedicated to the City as right of way for the proposed future road. Additionally, the stream buffer located on the site, removes approximately 30+/- feet of developable ground. This decreases to the buildable area of the lot width to 123.2+/- feet. At this ratio, with the covered play area included the building reaches 84.8% building width.
- The building width appears to be designed appropriately considering the existing site conditions. The intent of the code is to ensure that buildings are designed to use most of the developable area within the Village Center and to match the pattern of development in the area, the nearby school campus has large setbacks which create more space between buildings and the roadway. Additionally, since there is an existing stream buffer on site, the applicant does not have much room to increase the width of their building.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**5. Waiver requested to U.C.C 2.87 to allow the building width to be 42%, which is less than the 80% minimum for the building width along the Miller Avenue extension.**

- A waiver is requested to U.C.C 2.87 to allow the building width to be 42%, which is less than the 80% minimum for the building width along the future roadway.
- The proposed building is 115+/- feet in width along the future road, which is approximately 42% lot width. The Urban Center Code 2.87 requires building width to be at least 80% of the lot width.
- The waiver is needed primarily due to the size of the lot. Compared to other Village Center lots, this lot is must larger, and deeper than other historical Village Center lots. Many of the historic Village Center lots are separated by a public alley, which typically breaks up the size of the lot. Due to the surrounding development pattern it seems unlikely that this lot will ever be split by another public road.
- The building appears to provide an appropriate pattern of development considering the context in which the development is proposed and the purpose of the particular standard. The building has a 41.1+/- foot wide playground space between the parking lot and the building. If the playground area is included the building width is increased to 56.8%. The intent of the code is to ensure that buildings are activating the public streets. There is a twenty foot drainage easement at the front of the property which is not developable. This decreases the developable area of the lot width to 254 feet. Including these total calculations that building reaches a 61.5% of the building width. Additionally, the building has an appropriate pattern of development since the building is pushed to the corner of the lot.
- Approving the waiver appears to be necessary for fairness since the applicant is accommodating the future roadway on their site, which makes the building

width requirement applicable here. If the roadway did not go through the site, this requirement would not be necessary.

- The building appears to match the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the Village Center Strategic Plan, Land Use Strategic Plan and the Design Guidelines and Requirements since the playground is creating an attractive site that promotes active, outdoor space.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**6. A waiver to U.C.C 2.89.5 to allow parking to encroach 6 +/- feet into the necessary ten feet behind the street yard of the Miller Avenue extension.**

- A waiver is requested to U.C.C 2.89.5 to allow parking to be located less than ten feet behind the street yard of Miller Avenue extension. The minimum front yard setback (or street yard) is 5 feet. The building is also setback 5 feet. Therefore the parking lot must be setback 10 feet from the building frontage which is also 15 feet from the right-of-way.
- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City Sign Code which is setback parking from the public street. The proposed area which encroaches the setback requirement is mostly located in a 5 foot striped, non-parking area, which is used to accommodate handicap vehicles. There is a three wood wide grass area as well. Therefore cars will still be parked 8 feet from the street yard.
- Approving the waiver appears to be necessary for fairness since the parking lot encroaches the ten foot requirement from the street yard by a minor portion of the parking lot. The section of the parking lot encroaching the setback is 19 feet long by 8 feet wide.
- Considering the context in which the development is proposed and the purpose of the particular standard, the intent of the code is to ensure that parking is not located too close to the public roadway. However, since there is limited space to accommodate the road, sidewalk, and tree lawn, the waiver appears to maintain the intent of the Urban Center Code. It appears the design intent of the Urban Center Code is met through the parking being located in the rear of the lot.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**7. A waiver to C.O. 1169.16(d) to allow a wall sign to be larger than the approved area.**

- A waiver is requested to C.O. 1169 to allow a wall sign to be larger than the approved area.
- As proposed the wall sign will be 26 square feet, in an area which requires signs to be 15 s.f. maximum.
- The City Sign Code and the Urban Center Code have a discrepancy in this particular location. Per the UCC, the site is located in the Historic Core, which would allow the sign to be 30 s.f. without a waiver. Within the City Sign Code, the sign is required to be only 15 s.f.

- The sign appears to provide an appropriate design because of the size of the building and considering the context in which the development is proposed and the purpose of the particular standard.
- The intent of the code is to ensure that signs are installed in a manner which is appropriate to the building size. As proposed the sign appears appropriately scaled for this building.
- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City Sign Code. Since the All About Kids facility is located further back from High Street, due to an existing drainage easement located on site, the increased size seems appropriate. Additionally the building is a larger building within the Village Center, so a larger sign is appropriate.
- Approving the waiver appears to be necessary for fairness since the building is larger in scale and located further away from the sidewalk, due to the existing drainage easement.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**8. A waiver is requested to C.O. 1169.12(f) to allow a wall sign to contain six colors, instead of the maximum of four.**

- A waiver is requested to C.O. 1169 to allow a wall sign to contain six colors, instead of the maximum of four.
- As proposed the projecting sign will have six colors, where the city sign code allows four colors is the maximum.
- The intent of the code is to ensure that signs are not over colored and have an appropriate design. City sign code does include white and black as colors. By approving the waiver, the applicant will be able to use their trademark logo as their signage.
- The sign appears to provide an appropriate design since the additional colors may add more visual interest to the site, while still meeting the intent of the City code.
- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City goals. Although there are more colors proposed than allowed, none of the proposed colors are jarring or overly bright. The sign colors appear to be appropriate for the area.
- Approving the waiver appears to be necessary for fairness since trademark logos have been approved in other areas of the Village Center.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**9. A waiver to C.O. 1169.16(d) to allow a wall sign to have 24” +/- lettering height in an area where lettering height must be no larger than 18” +/-.**

- A waiver is requested to C.O. 1169 to allow a wall sign to have a lettering height to be larger than the city sign code’s maximum allowed lettering height.
- As proposed the wall sign will contain lettering at the maximum height of 24” in an area which lettering must be 18”.

- The City Sign Code and the Urban Center Code have a discrepancy in this particular location. Per the UCC, the site is located in the Historic Core, which would allow the sign lettering to be 24” without a waiver. Within the City Sign Code, the sign is required to be only 18”.
- The sign appears to provide an appropriate design or pattern of development considering the context in which the development is proposed and the purposed of the particular standard.
- The intent of the code is to ensure that signs are installed in accordance to the city sign code, in a proper regards to the location and store frontage. Since the All About Kids facility is located further back from High Street, due to an existing drainage easement located on site, the increased lettering height seems appropriate. By approving the waiver, pedestrians will be able to be directed on what the business is from the roadway easily.
- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City Sign Code. If there was no discrepancy between the city sign code and the UCC, the lettering height would meet the sign code standards. The waiver is only required since the building typologies, and sub districts do not match. The sign code contemplates smaller, more residential scaled buildings in this location, but with the proposed building the sign is appropriately scaled.
- Approving the waiver appears to be necessary for fairness since the building is larger in scale and located further away from the sidewalk, due to the existing utility easement.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

i. **A waiver to C.O. 1169.04 to allow a roof sign**

- A waiver is requested to C.O. 1169.04 to allow a roof sign.
- A roof sign is (C.O. 1169.02(a)(41)) a sign that is mounted on the roof of a building or which is wholly dependent upon a building for support and which projects above the point of a building or eave line of a building with a gambrel, gable or hip roof, or deck line of a building with a mansard roof.
- The top of sign is currently at the eave line and therefore would not need a variance. However, city staff recommends that the city architect’s recommendations be followed, which would place half of the proposed sign above the eave line, resulting in the need for a waiver.
- In the Urban Center Code this area is noted as an architectural focal point. Therefore the building has been designed with large massing, prominent massing through the elevator tower, and the main entrance is located on a building projection is a gable roof. The sign is located above the main entrance at the base of the gable roof. Approving the waiver appears necessary for reasons of fairness since the city architect’s original vision for the facility shows the sign located in the proposed area.
- The sign has been scaled appropriately and appears to provide an appropriate design because of the size of the building and considering the context in which the development is proposed and the purpose of the particular standard.
- The intent of the code is to ensure that signs are installed in a proper location in regards to the store frontage. Since the All About Kids facility incorporates a mix

of roof types to provide architectural detailing, it appears that the sign is meeting the intent of the code by locating in an area to provide interest to the site. The sign appears to be appropriately scaled in relation to the building size. By approving the waiver, pedestrians will be able to be directed on what the business is from the roadway easily.

- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City Sign Code. The New Albany Strategic Plan and Urban Center Code recommend
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

#### **XIV. RECOMMENDATION**

The ARB should evaluate the overall proposal based on the requirements in the Urban Center Code, city codified ordinances and Design Guidelines and Requirements. The application should be evaluated on the design of the site, location of the building, design of the building and use of materials.

The use appears appropriate for the location considering the proximity to the school campus. The applicant has revised their drawings to meet the design criteria found in the city's Design Guidelines and Requirements. The applicant has made all of the recommended changes by the ARB, and additional changes required by staff to accommodate the right-of-way needed by the city. The roof element has been modified to provide a break in the massing, as well as the mixing of roof types to create an architectural focal point as required by the Urban Center Code. The applicant has also added additional detailing to meet the traditional American architectural styles required by the DGRs like traditional columns. Additional revisions to the architecture to meet the additional comments from the city architect will ensure the building complements the styles and practices of traditional American architecture and thereby enhancing the site, surrounding area, and the city.

This is a transitional site that blends the urban fabric of the historic core to the south with the agrarian feel to the north. This property is balancing the important site design components such as moving the building to the corner and locating it as close as possible to the public streets, providing pedestrian and vehicular connections, but still accommodating items such as parking and maximizing the developable space. This has resulted in numerous waivers being necessary. City staff is supportive of all of the waivers relating to the site design and layout. The overall site is meeting an important, long term goal of the city's strategic plan and urban center code by accommodating the Miller Avenue Street extension.

The Urban Center Code's Street Plan includes conceptual road locations necessary to extend the historic Village Center's lot and block system. Since the lot is one of the largest in the historic core, it's on the edge of the Village Center, and has constraints with existing conservation zones and utility easements, it has many hardships that has necessitated the majority of the waivers requested. Many of the waivers are also necessitated by the installation of the Miller Avenue extension along such a large lot.

Staff is supportive of the waivers since the site is appropriately designed given the existing conditions and the new public street.

City staff is coordinating with the applicant, the property owner to the south, and the New Albany Plain Local School District to install a public street that will serve as an extension of Miller Avenue. Existing Miller Avenue and the proposed extension will not connect initially, but establishing this segment will provide for a future connection and create a lot and block system in the historic Village Center. The city engineer is surveying the area to determine the final location and design of the street. Staff recommends a condition of approval for that the final alignment and design of the Miller Avenue streetscape along the proposed road is subject to staff approval.

Staff recommends approval of the Certificate of Appropriateness for the new development with conditions that address the architectural design provided that the ARB finds the proposal meets sufficient basis for approval with staff's recommended conditions.

## **XV. ACTION**

Should ARB find that the application has sufficient basis for approval, the following motions would be appropriate (conditions of approval may be added):

### **Move to approve application ARB-56-18 and waivers:**

1. A waiver to U.C.C 2.87 to allow the lot width to be 275 +/- feet where code allows a maximum lot width of 200 feet.
2. A waiver to U.C.C 2.87(a) to allow the street yard to be 28.5 +/- feet in an area where the maximum street yard is 20 feet along High Street.
3. A waiver to U.C.C 2.87(b) to allow the side yard along the North lot line to 37.2 +/- feet in an area where the maximum is 20 feet.
4. A waiver to U.C.C 2.87 to allow the building width to be 59%, which is less than the 80% minimum for the lot width along the High Street frontage.
5. A waiver to U.C.C 2.87 to allow the building width to be 42%, which is less than the 80% minimum for the building width along the Miller Avenue extension.
6. A waiver to U.C.C 2.89.5 to allow parking to encroach 6 +/- feet into the necessary ten feet behind the street yard of the Miller Avenue extension.
7. A waiver to C.O. 1169.16(d) to allow a wall sign to be 26 +/- square feet in an area where the approved area is 15 square feet.
8. A waiver to C.O. 1169.12(f) to allow a wall sign to contain six colors, instead of the maximum of four.
9. A waiver to C.O. 1169.16(d) to allow a wall sign to have 24" +/- in an area where lettering height must be no larger than 18" +/-.
10. A waiver to C.O. 1169.04 to allow a roof sign.

**(The waivers and Certificate of Appropriateness may be considered together or separate and acted on as one motion or ten separate motions), with the following conditions :**

1. All comments from the city architect are satisfied, subject to staff approval

2. Final alignment and design of the streetscape along the proposed road is subject to staff approval.
3. A right-of-way dedication agreement be signed prior to the receiving a permit for construction.
4. Wall pack lighting is not permitted along the east and south elevations.
5. Any rooftop units must be screened on all four sides for sight and sound, final screening will be subject to staff approval.
6. Final playground equipment design is subject to staff approval.
7. A minimum of 176+/- square feet of landscaped area be provided within the parking lot to meet the landscaping requirement, subject to staff approval.
8. Revise the photometric plan there so that there is zero or near zero foot candle intensity along all parcel boundaries.
9. All ground mechanical devices and utility structures should be located in the side or rear yard and shall be fully screened from streets and neighboring properties.
10. The city landscape architect's comments are addressed, subject to staff approval.
11. The fence should be black and final design, subject to staff approval.
12. The projection of the sign will not exceed 18".
13. The sign will have a minimum of 1" relief.

**APPROXIMATE SITE LOCATION:**



Source: Franklin County Auditor



**Architectural Review Board Staff Report  
October 1, 2018 Meeting**

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**CERTIFICATE OF APPROPRIATENESS  
FAITH LIFE CHURCH EXPANSION**

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LOCATION: 2487, 2407, and 2337 Beech Road (PID: 037-112590-00.000,  
037-111510-00.000, 037-111504-00.002)  
APPLICANT: Faith Life Church c/o Aaron Underhill Esq  
REQUEST: Certificate of Appropriateness for construction of a new addition  
ZONING: I-PUD, Faith Life Church Zoning District  
STRATEGIC PLAN Office District  
APPLICATION: FDP-69-2018

Review based on: Application materials received September 14, 26, and 27, 2018.

*Staff report prepared by Jackie Russell, Development Services Coordinator.*

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**XVI. REQUEST AND BACKGROUND**

The application is for a Certificate of Appropriateness for a new addition of a chapel, classrooms, auditorium, lobby, kitchen/café area, and offices to the Faith Life Church. The application also includes a new parking lot and one new curb cut along Beech Road.

Per Section 8 of the Design Guidelines and Requirements, civic and institutional facilities must submit a development plan for review by the Architectural Review Board. The Architectural Review Board is to evaluate the site design, building locations, building form and massing information, and a palette of design elements that includes exterior materials, window and door design, colors and ornamentation.

The property's PUD text states except as provided within the text, architecture for buildings in this zoning district shall be governed by the requirements of the City's Design Guidelines and Requirements (DGRs) for Institutional and Civic Buildings. However, the PUD text permits building material and designs which deviate from the City's Design Guidelines and Requirements for civic and institutional uses since there is an existing structure today that does not meet the requirements of the DGRs. This is in order to allow a consistent design for construction of expansions and new buildings that will create a campus environment.

**XVII. SITE DESCRIPTION & USE**

The properties contain a 52,000 +/- square foot church structure, parking areas, and two homes used by the church on 36.2 acres. The neighboring uses and zoning districts include L-GE to the south and west, and across the street along Beech Road. The

property to the west is currently being annexed and rezoned to L-GE. Neighboring uses include residential to the north and east of the church properties.

## **XVIII. EVALUATION**

### **A. Certificate of Appropriateness**

The ARB's review is pursuant to C.O. Section 1157.06. No environmental change shall be made to any property within the Village of New Albany until a Certificate of Appropriateness has been properly applied for and issued by staff or the Board. Per Section **1157.07 Design Appropriateness**, the modifications to the building and site should be evaluated on these criteria.

#### *8. The compliance of the application with the Design Guidelines and Requirements*

- The PUD text permits building material and designs which deviate from the City's Design Guidelines and Requirements for civic and institutional uses since there is an existing structure today that does not meet the requirements of the DGRs. This is in order to allow a consistent design for construction of expansions and new buildings that will create a campus environment.
- The City architect commented, "Although large in overall square footage, the proposed building is scaled in proportion to other warehouses in the immediate vicinity, and thus seems acceptable. Likewise, the height of the building, at less than 50' tall, seems correct given the overall size of its footprint."
- The PUD text allows existing structures within this zoning district on the date this zoning text becomes legally effective. The PUD text contains the following architectural requirements which apply to this building addition:
  - a. Section V(A) of the PUD text states the maximum building height for primary structures shall not exceed 50 feet when measured to the top of the roof.
    - i. The maximum building height at the top of the parapet wall is 40 feet which meets code requirements.
  - b. Section V(A) of the PUD text requires the steeple element which is proposed for the expanded portion of the primary structure in this zoning district shall not exceed a maximum height of 80 feet. Minor architectural elements on the steeple that exceed the height requirement must be reviewed and approved by the city's Architectural Review Board and Planning Commission as part of a final development plan application review and if the boards determine it to be architecturally appropriate.
    - i. The top of the steeple roof is 82 feet in height.
    - ii. The city architect has reviewed the steeple and comments that at 80' tall it is designed as more of an "open-type" structure as opposed to a completely solid mass. This distinction is important, because the openness of the steeple compensates for a taller height, and the steeple will read as an architectural element (much like a chimney on a home). Given the scale and context of this building, the steeple height is appropriate."
  - c. The PUD text states the new steeple structure will incorporate tinted glass and clear anodized aluminum framed curtain wall to match the existing building and new curtain wall, and it will be constructed over a split-face

CMU base, to be located at the corner of the new church chapel. The new steeple also will include structural steel and concrete visible through the glass and aluminum framed curtain walls. The design meets these requirements.

- d. Section V(D)(1) of the PUD text requires that the addition is to reflect an architectural style and character that compliments the existing structure,
  - a) The city architect has reviewed and commented that the proposed addition's appropriately designed.
- e. Section V(D)(2) of the PUD text states the addition to the existing primary building will use materials that are substantially similar or complimentary to the existing building. The primary building color will be earth tones of light and medium sand and the primary exterior building material shall be split-face concrete masonry units (CMU). Light sand is the main body color of the existing building, with contrasting bands and outlines in darker sand-tone split-face masonry; the proposed addition will repeat this palette and add a deeper earth-tone contrast color for some wall surface. Earth-toned, stone column bases/piers at the new main and secondary entries will add textural variation and emphasize the entries.
- f. The PUD text requires the new addition shall repeat existing Exterior Insulation and Finish Systems (EIFS)/stucco finishes in light sand coordinated with the light CMU wall areas, and darker contrasting stucco treatment in keeping with the amber color that emphasizes the current main entry.
  - i. The city architect comments "The color and materials chosen for the addition will complement the existing structure and will feel "of kind" with the surroundings. The use of glass, fenestration, and signage is appropriate for buildings of this scale and function." The city architect is supportive of these materials being used on the accessory buildings to create a campus feel for future applications.
  - ii. The text requires complete screening of all roof-mounted equipment from sight and sound. All roof mounted equipment appears to be screened and meet code requirements.
- i. The PUD text requires the new main entry will be further emphasized with a barrel vault roof canopy structure finished in standing seam metal roof panels that travels through the main building to act as a connecting spine extending from this new front east entry to the rear west secondary entry.
- j. This canopy/spine element will utilize similar materials and colors mentioned, including split-face CMU, EIFS, metal wall panels, steel columns on stone piers, aluminum framed glazing per the PUD text. The building is meeting this requirement by providing large canopies over the main entrances. As proposed an entrance will be located on the main façade, the west elevation, which fronts onto Beech Road.
- k. This building meets the PUD requirements of having four sided architecture and uses split-face concrete masonry units (CMU) Exterior Insulation and Finish Systems (EIFS), visible structural steel within the new steeple, aluminum and glass curtain walls, and metal barrel vaulted roofs over entrances.

- l. The zoning text requires that the architecture of the accessory structures be reviewed at part of the Final Development Plan. The applicant has decided to proceed with the Final Development Plan only for the church expansion, and will bring the final architecture before the Architecture Review Board and Planning Commission as a Final Development Plan Modification in the future.
  - m. The PUD zoning text requires a minimum building and pavement setback of 100 feet from the existing edge of the right-of-way of Beech Road. The proposed parking lot is 470 feet and the building is 700 from Beech Road right-of-way.
  - n. The PUD zoning text requires a minimum pavement setback of 25 feet and a minimum building setback of 50 feet from all perimeter boundaries of this zoning district, except that all improvements that exist on the effective date of this text which encroach into these minimum required setbacks shall be permitted to remain.
    - The parking lot is 25 feet and the building is 140 feet from the southern property line.
    - The parking lot is 25 feet and the building is 240 feet from the western property line.
    - The parking lot is 180 feet and the building is 740 feet from the northern property line.
9. *The visual and functional components of the building and its site, including but not limited to landscape design and plant materials, lighting, vehicular and pedestrian circulation, and signage.*
- **Streetscape**
    - a. The applicant is proposing to install street trees and horse fence along Beech Road as a part of the Final Development Plan. Staff recommends leisure trail is installed as part of this application.
  - **Landscape**
    - n. The text permits all existing landscaping as permitted and legally conforming with the zoning.
    - o. Codified Ordinance 1171.06(b) requires that parking lots shall be screened from primary streets and residential areas with a minimum of 3.5 foot high evergreen shrub, or masonry wall.
      - The landscape plan is meeting screening requirements since it proposes 23 coverage trees and 49 evergreen trees between the new parking lot and the residents along Beech road. Additionally, a 3.5 foot mound will be installed between the Beech Road residents and the proposed parking lot.
      - Staff recommends a condition of approval to include screening of the parking lot by the provision center with a 3.5 foot high evergreen shrub to meet C.O. 1171.06(b).
    - p. Codified Ordinance 1171.06(a)(2) requires a minimum of five square feet of green space (tree islands) for every one hundred square feet of parking area. The applicant is adding +/- 15,611 square feet of parking islands for the

312,227 square feet +/- of parking lot, which is 5% landscaping area and meets the code requirement.

- q. Codified Ordinance 11761.06(a)(3) requires one canopy tree should be installed for every 10 parking spaces. The applicant is providing 683 parking spaces therefore requiring 69 trees. The applicant meets code requirements by proposing 69 trees.
  - r. Codified Ordinance 1171.05(e)(2) requires a minimum of one tree for every 5,000 square feet of ground coverage and a total planting equal to ten (10) inches plus one-half inch in tree trunk size for every 2,000 square feet over 20,000 square feet in ground coverage. The site has a total ground coverage area of 108,906 sq. ft. which results in the requirements of having to provide 22 trees and a tree planting totaling 32.4 inches.
    - The applicant is providing 17 trees and a tree planting totaling 31", within the proposed parking lot. Staff recommends a condition of approval that 5 additional trees be added to the site and the tree planting total is increased to 32.4 inches.
  - s. The city's landscape architects comments are as follows below. Staff recommends a condition of approval requiring the city landscape architect's comments are addressed, subject to staff approval.
    - Detention pond edges should be more naturalized, the edges of the two proposed detention ponds should be softened to appear more natural.
    - An 8' leisure trail should be added along the length of the Beech Road frontage.
    - Provisions should be made to preserve existing tree stands and tree rows.
    - Provide a complete planting plan including plant schedule.
- **Lighting**
- a. A detailed photometric plan has been submitted. Staff recommends the photometric plan be revised along the southern, southwestern and eastern property lines to have a zero or near zero foot candle intensity along all parcel boundaries.
  - b. The parking lot lighting appears to be down cast, it also appears that the parking lot lighting fixture is proposed to be bronze. The zoning text requires that parking lot lighting must be New Albany Green or black. Staff recommends a condition of approval that the parking lot lighting must be black or New Albany green.
  - c. The clock tower is proposed to have an illuminated clock face and downcast lighting. Staff recommends the ARB evaluate the appropriateness of the clock face illumination and downcast lighting of the tower.
    - If illuminated, staff recommends a condition of approval that a lighting plan must be submitted in regards to the clock tower, to show that the brightness does not exceed a level greater than that which is required in order to be seen from Beech Road, and be subject to staff approval.

- **Parking and Circulation**
  - d. The site is currently accessed from an existing curb-cut on Beech Road. The applicant proposes a new curb-cut at the north of the zoning district.
  - e. Per the zoning text states that parking shall be provided at a minimum rate of 1 space for every 3 seats in the main sanctuary/ auditorium, 3 spaces for each classroom, 1 space for every 250 square feet of office. Additionally, all other accessory uses shall be provided in accordance with the City Code Chapter 1167.
  - f. The applicant has provided 683 new parking spaces, the site currently has 307 existing spaces, for a total of 955 spaces.
    - i. The new auditorium will have 2,054 seats, requiring 684 parking spaces. .
    - ii. There will be nineteen new classrooms, which requires 57 parking spaces.
    - iii. The new addition will have 6,192.5 square feet of office space, which requires 24 parking spaces.
    - iv. The required total amount of parking is 765 spaces.
    - v. The city's parking code does not have a comparable category to compare the provision center and support center to. Per Codified Ordinance 1167.05(f) the Planning Commission shall determine the number of parking spaces required for any use not mentioned in the parking code. The Planning Commission consider the parking requirements for these two buildings during their review.
  
- **Signage:**
  - a. The applicant has provided a sign inventory of all of the existing signs within the zoning district, and the new proposed signs. This was a requirement of the Planning Commission at the rezoning applicant.
  - b. The existing, and proposed internal by-right signs, as defined by the city's sign code not require review and approval by the Architectural Review Board. The two proposed wall signs and one proposed monument sign shall be reviewed.

**Monument Sign**

- The zoning text permits one additional ground sign at the northern vehicular access point, to meet C.O. 1169.17(c)
- City sign code chapter 1169.17(c) permits a maximum area of 30 s.f. and allows one wall sign per business entrance. External and internal illumination is allowed. The applicant proposes a monument sign with the following dimensions:
  - p.* Area: 24 square feet [meets code]
  - q.* Location: at the northern access point
  - r.* Lighting: none proposed, ARB should confirm with applicant that the sign will not be lit [meets code].
  - s.* Height: 53 feet and a 2 foot base for a total of 5 feet [meets code]
  - t.* Width: 8 feet [meets code]

- u. Colors: black (total of 1) [meets code].
- v. Material: Spit face CMU [meets code]
- The sign will read “The Now Center Faith Life Experience Love, Experience Community, Experience the Good Life FaithLifeChurch.org”
- The ARB should confirm with the applicant if the sign is double sided.

**Wall Sign (East Elevation)**

- The zoning text and C.O. 1169.16(d) permits a wall sign on the east and west facing elevation with the top of the sign no higher than 40 feet from grade, not to exceed 120 square feet. The applicant proposes a wall sign with the following dimensions:
  - a. Lettering Height: maximum of 4 feet
  - b. Area: 105.67 [meet code]
  - c. Location: on the east elevation, adjacent to the main entry.
  - d. Lighting: halo lighting [meets code].
  - e. Relief: 8” [meets code]
  - f. Colors: black, (total of 1) [meets code].
  - g. Material: stainless steel, aluminum finish. The ARB should confirm with the applicant which material will be chosen [meets code]
- The sign will read “Faith Life.”
- The sign is proposed to be installed at 26 feet to the top of the sign, which meets the zoning text requirement.

**Wall Sign (East Elevation)**

- The zoning text permits a wall sign on the east and west facing elevation one wall sign with the top of the sign no higher than 40 feet from grade, not to exceed 120 square feet. The applicant proposes a wall sign with the following dimensions:
  - a. Lettering Height: maximum of 4 feet”
  - b. Area: 117.33 [meet code]
  - c. Location: on the west elevation, near the secondary entry canopy.
  - d. Lighting: halo lighting [meets code].
  - e. Relief: 8” [meets code]
  - f. Colors: black, (total of 1) [meets code].
  - g. Material: stainless steel, aluminum finish. The ARB should confirm with the applicant which material will be chosen [meets code]
- The sign will read “Faith Life.”
- The sign is proposed to be installed at 26 feet to the top of the sign, which meets the zoning text requirement.
- 

10. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*

- The site has an existing 52,000 square foot church. It appears that the proposed improvements will enhance the appearance of the zoning district and be appropriately design to feel like a campus.

11. *All buildings, structures and sites shall be recognized as products of their own time.*
  - The proposed building is new construction and appears to be a product of its own time.
12. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
  - a. The structure is meeting the PUD text requirements by constructing a building and site expansion that is consistent with the existing environment and character of the site.
13. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
  - Not Applicable.
14. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*
  - Not Applicable.

#### **XIX. RECOMMENDATION**

The ARB should evaluate the overall proposal based on the requirements in the zoning text and Design Guidelines and Requirements. The application should be evaluated on the design of the site, location of the building, design of the building and use of materials. The proposed design incorporates different building sections such as the chapel and foyer area to tie together the existing and proposed structures. The expansion is primarily CMU and EIFS to match the existing material used on the existing building, to create a campus feel, which is appropriate according to the City Architect. While the proposed design requirements differs from the City's Design Guidelines and Requirements for civic and institutional uses, which require traditional American architecture, staff is supportive of the variation since there is an existing structure today that does not meet the requirements of the DGRs. Allowing a consistent design for construction of expansions and new buildings will create a campus environment.

Staff recommends approval of the Certificate of Appropriateness for the expansion provided that the ARB finds the proposal meets sufficient basis for approval with staff's recommended conditions.

#### **XX. ACTION**

Should ARB find that the application has sufficient basis for approval, the following motions would be appropriate (conditions of approval may be added):

14. The parking lot by the provision center must be screened with a 3.5 foot high evergreen shrub to meet C.O. 1171.06(b).
15. That 5 additional trees be added to the site and the tree planting total is increased to 32.4 inches. The photometric plan be revised along the southern, southwestern and eastern property lines to have a zero or near zero foot candle intensity along all parcel boundaries.

16. A photometric plan must be submitted to the city staff, plan approval is subject to staff.
17. Parking lot lighting must be black or New Albany green.
18. The parking lot light intensity should have a zero foot candle at all parcel boundaries.
19. A lighting plan must be submitted, in regards to the clock tower, to show that the brightness does not exceed a level greater than that which is required in order to be seen from Beech Road, subject to staff approval.
20. The city landscape architect's comments are addressed, subject to staff approval.

**APPROXIMATE SITE LOCATION:**



Source: Google Maps