



Architectural Review Board

Meeting Minutes

January 14, 2019

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 Chair Mr. Alan Hinson at 7:00 p.m.

Mr. Alan Hinson, Chair	Present
Mr. Francis Strahler	Absent
Mr. Jonathan Iten	Absent
Mr. Jim Brown	Present
Mr. E.J. Thomas	Absent
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 Christian, Planner and Pam Hickok, Clerk.

Mr. Maletz moved, seconded by Mr. Briggs to approve the meeting minutes of November 14, 2018 meeting minutes. Upon roll call vote: Mr. Hinson, yes; Mr. Brown, yes; Mr. Maletz, yes; Ms. Briggs, yes. Yea, 4; Nay, 0; Abstain, 0; Motion carried by a 4-0 vote.

Mr. Hinson asked for any changes or additions to the agenda.

Ms. Russell responded none.

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

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

Moved by Mr. Hinson, seconded by Mr. Maletz to accept the staff reports and related documents into the record. Upon roll call vote: Mr. Hinson, yea; Mr. Brown, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 4; Nay, 0; Abstain, 0; Motion carried by a 4-0 vote.

ARB-77-2018 Certificate of Appropriateness

Certificate of Appropriateness for renovation of a single-family residential home into a prayer hall at 5026 Johnstown Road (PID: 222-000514).

Applicant: Kenton Investment Group Ltd.

Ms. Jackie Russell presented the staff report.

Mr. Maletz asked for clarification if the driveway is being repaved.

Ms. Russell stated that the drive aisle is being widen.

Applicant from audience stated yes.

Mr. Maletz asked if the 6 ft fence would be aligned with the adjacent fences.

Mr. Jim Reed, property owner, stated that our intention is to improve the property. Make it fit better with the surrounding and we want to fit with the city requirements.

Mr. Brown asked what the status of the zoning change

Mr. Mayer stated that rezoning is not required because religious uses are permitted in all zoning districts based on a Religious Land Use and Institutionalized Persons Act.

Mr. Brown asked if neighbors were notified.

Mr. Mayer stated that per the codified ordinances we do not notify neighbors for this application type.

Mr. Brown stated that parking lot expansion and lighting is my concerns because this is very residential area.

Mr. Hinson stated that he spoke with a neighbor that is on Whyte House Lane. I have a concern with a 6-foot fence; I think that would be abrupt. I think screening with landscaping would be a better option.

Mr. Reed stated that they would not have any concerns with the arborvitae.

Mr. Hinson asked if they could do the 4ft fence along the north property line with the landscaping.

Mr. Reed stated yes.

Mr. Hinson asked if they need all of these parking spaces.

Mr. Reed asked how many are required.

Mr. Hinson stated that 13 are required.

Mr. Reed stated that they can reduce the number of spaces. Approached the dais to discuss a site plan change to the drive aisle and asked if they could add a parking space near the front.

Mr. Hinson asked how far off the property line is the proposed fence.

Mr. Reed stated that they have many existing trees.

Mr. Hinson stated that we don't have 6-foot fences anywhere other than dumpster screening.

Mr. Maletz stated that it sounds like we would like to soften the edges.

Mr. Reed stated that they could keep the 4 foot fence around the with landscaping.

(Multiple discussions)

Mr. Brown asked what staff's recommendation for lighting.

Mr. Mayer stated that we recommend cut off fixtures, zero foot-candles at the property line.

Mr. Brown stated that he would like to see the proposed lighting.

Mr. Hinson stated that he would propose to table this. I'm in favor of this but I think we can improve it.

Moved by Mr. Hinson, seconded by Mr. Brown to table ARB-77-2018. Upon roll call vote: Mr. Hinson, yea; Mr. Brown, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 4; Nay, 0; Abstain, 0; Motion carried by a 4-0 vote.

**ARB-86-2018 Certificate of Appropriateness
Certificate of Appropriateness for a new storage structure for New Albany Plain Local
Schools at 55 N. High Street (PID: 222-000006).
Applicant: GHM Inc. c/o Bob Schmeltzer**

Mr. Chris Christian presented the staff report.

Mr. Brown stated that the elevation shows windows in the garage doors but the submittal does not show windows.

Mr. Kevin Miller stated that there will be windows. We would like the natural light.

Mr. Brown stated that the elevation shows grids but the submittal does not.

Mr. Miller stated that windows will have grids.

Mr. Hinson asked about the exterior.

Mr. Miller stated that the neighbor used vinyl beaded siding so that is what we came in with.

Mr. Brown asked if the medical building has vinyl siding.

Mr. Mayer stated that we can't confirm that right now, not sure.

Mr. Miller provided pictures to the board of the medical building.

Mr. Maletz stated that matching the beaded siding, scale the corner boards and add frieze boards and water table. It would frame the siding in. It would be a nice compromise.

Mr. Hinson stated that he would be ok if the vinyl siding matched next door. Any comments on the other architectural details.

Mr. Maletz stated that the rest appears to be in character.

Mr. Hinson asked if the color of the siding will match.

Mr. Miller stated that it will be white siding and gray roof.

Moved by Mr. Brown, seconded by Mr. Hinson to to approve application ARB-86-2018, with the following condition:

1. Siding style and color match the adjacent medical building
2. Scale and proportion of the corner boards, water table, fascia, rake and frieze be scaled to match adjacent building at a minimum of 6". Water table to terminate at grade. Upon roll call vote: Mr. Hinson, yea; Mr. Brown, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 4; Nay, 0; Abstain, 0; Motion carried by a 4-0 vote.

**ARB-87-2018 Certificate of Appropriateness & Waiver
Certificate of Appropriateness and waiver for new signage at 160 W. Main St for Fox
in the Snow (PID: 222-00067).**

Applicant: The New Albany Company c/o Tom Rubey

Mr. Christian presented the staff report.

Mr. Tom Rubey stated that they agree with conditions of approval. Apologized for the error in scheduling and the wall signs being installed prior to this meeting.

Mr. Maletz stated that we have had to manage the sign inconsistency. With the painted sign without a border it doesn't seem to scale to the other signs. Was there any thought to adding a border. It seems out of character.

Mr. Rubey stated that we were most concerned at the look. The signage along SR 62 is monotonous. At Market Square we had the sign background match the

tenant space. We are looking to add character to the sign and will probably do something similar at the other end of the building.

Mr. Maletz stated that something seems out of place.

Mr. Rubey stated that the Nosh space will have something similar.

Mr. Hinson stated that he doesn't mind the extra goosenecks because it lights the area and sidewalk. It breaks things up. I like the painted signs.

Mr. Shull stated that he wished it was larger.

Mr. Brown asked if the removing the gooseneck is correct.

Mr. Maletz stated that it doesn't make sense to have the lights shining on a blank wall.

Mr. Rubey stated that he would need to have a conversation with the tenant. If the tenant wants to add another logo, we will come back.

Mr. Mayer stated that they would need a waiver for an additional sign.

Moved by Mr. Hinson, seconded by Mr. Briggs to to approve Certificate of Appropriateness and waiver for application ARB-87-2018 for the new signs for Fox in the Snow with the condition:

1. That the additional, unused gooseneck lighting for this tenant space on the Main Street elevation be removed and replaced with a blank cover plate to match the color of the building, subject to staff approval.
2. Lighting for the projecting sign match the downcast, spotlight lighting of existing projecting signs in Market and Main, subject to staff approval
3. Blade sign shall be black background with white lettering. Upon roll call vote: Mr. Hinson, yea; Mr. Brown, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 4; Nay, 0; Abstain, 0; Motion carried by a 4-0 vote.

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

Mr. Mayer introduced Mr. Chris Christian has been the intern and will graduate in the spring. He has been hired as the new city planner.

Mr. Brown stated that CVS was in for signage updates and one of the conditions was to clean the monument sign. The monument sign has not been cleaned.

Mr. Hinson moved to adjourn the meeting, seconded by Mr. Brown. Upon roll call vote: Mr. Hinson, yea; Mr. Brown, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 4; Nay, 0; Abstain, 0; Motion carried by a 4-0 vote.

The meeting adjourned at 7:41 p.m.

Submitted by Pam Hickok

APPENDIX



Architectural Review Board Staff Report January 14, 2019 Meeting

CERTIFICATE OF APPROPRIATENESS 5026 JOHNSTOWN RD PRAYER HALL

LOCATION: 5026 Johnstown Road (PID: 222-000514)
APPLICANT: Jim Reid
REQUEST: Certificate of Appropriateness
ZONING: R-2 (Single-Family Residential Districts)
STRATEGIC PLAN: Neighborhood Residential
APPLICATION: ARB-77-2018

Review based on: Application materials received November 9 and December 14, and 28, 2018.

Staff report prepared by Jackie Russell, Development Services Coordinator.

I. REQUEST AND BACKGROUND

The application is for a Certificate of Appropriateness for a remodel of a single family home into a proposed prayer hall and a parking lot addition. 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 location, building form and massing information, and a palette of design elements that includes exterior materials, window and door design, colors and ornamentation.

II. SITE DESCRIPTION & USE

The subject parcel contains a single family home and is zoned R-2. The site is 1.01 acres. The neighboring properties are single family homes.

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*

- Civic and institutional projects must submit a development plan for review by the Architectural Review Board per DGR requirement Section 8(III)(1). The plan should include 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.
 - a. Per DGR Section 8 (II)(1)The selection of architectural style shall be appropriate to the context, location, and function of the building based on the architectural style in which they are built.
 - i. The applicant is proposing to maintain the existing residential characteristics of the building. By maintaining the existing residential characteristics of the building, the context will be appropriate with the surrounding buildings. The applicant is demolishing a detached garage and replacing a small portion of that space to expand the covered porch and add an ADA ramp. The applicant is also adding a 20 space parking lot, which will be screened by existing vegetation and a six foot wood, privacy fence.
 - ii. The applicant is proposing to maintain the existing wood siding and shutters in most areas. Additionally any new siding will match the existing materials. The siding and shutters are to be painted gray. The applicant is also proposing to replace the roof structure with a 6:12 pitch roof and install white aluminum gutters and downspouts.
 - iii. The city architect reviewed the proposed plans and said that the proposed modifications are appropriate in regards to the location of the proposed development.
 - b. In DGR Section 8 (III)(3)the entrances to civic and institutional buildings shall be oriented toward primary streets and roads and shall be of a distinctive character that makes them easy to locate. The proposed primary entrance is located along Johnstown Road.
- No information on the mechanical equipment has been provided. Staff recommends a condition of approval that a screen wall or landscaping material is added, as necessary, to ensure screening of all mechanical equipment, 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. The applicant is proposing to install the standard four rail horse fence along the front of the property.
 - b. Leisure trail is not required to be installed based on the extent of the redevelopment. However staff recommends a condition of approval that an easement for future leisure trail shall be granted to the City.

- Landscape
 - a. Codified Ordinance 1171.06(a)(3) requires one canopy tree should be installed for every 10 parking spaces. The applicant is providing 20 parking spaces therefore requiring 2 trees. The applicant is only providing one canopy tree, and does not meet the code requirement. Staff recommends a condition of approval that two canopy trees must be installed in order to meet C.O. 1171.06(a)(3).
 - b. The applicant did not provide the area of green space located on the lot, near the parking lot. Staff recommends a condition of approval that a minimum of five square feet of green space must be provided for every one hundred square feet of parking area to meet C.O. 1171.06(a)(2).
 - c. 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 one inch in tree trunk size for every 2,000 square feet. The site has a total ground coverage area of 4,552 sq. ft. which results in the requirements of having to provide 1 tree and a tree planting totaling 2.5". The site contains many existing trees along the Northern property line which satisfy this requirement.
 - d. 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 applicant did not indicate the dumpster enclosure information. Staff recommends a condition of approval that if the dumpster enclosure is to be kept outside, the screening requirements in C.O. 1171.05(b) must be met.
 - e. Codified Ordinance 1171.05(c) requires that institutional uses which abut districts where residences are a permitted use a buffer zone with a minimum of twenty-five feet should be created. Such screening within the buffer zone shall consist of natural vegetation planted no closer than three (3) feet to any property line. Natural vegetation shall have an opaqueness of seventy-five percent (75%) during full foliage and shall be a variety which will attain ten (10) feet in height within five (5) years of planting. It appears the existing vegetation located along the north east property line, and southern property line satisfy this requirement. However, the property line to the southwest does not contain vegetation. Staff recommends a condition of approval that landscaping must be added to the southwestern property line to reach the C.O. 1171.05(c) requirement.
 - f. The City Landscape Architect has reviewed the landscape plan and issued the following comments. Staff recommends the site plan is revised to meet the City Landscape Architect's comments, subject to staff approval.
 - i. Provide complete planting plan with locations, species, and installation sizes for review.

- ii. Parking screening shrubs should be installed around the parking lot facing public right of way.
 - iii. Remove four-rail fence alongside property lines.
 - iv. Per City Code, provide alternate planting solutions for adjacent property screening along the southwestern property line for review. ie: hedge row of large deciduous shrubs, trees, etc. A full planting plan review will be required to evaluate screening options. See comment #1.
 - g. The applicant does not have to provide street trees along Johnstown Road since the street tree requirements found in Codified Ordinance 1171.04 are only required for new development, the proposed modifications appear to be a redevelopment.
 - Lighting
 - a. The applicant's did not provide a photometric and lighting plan. Staff recommends a condition of approval that a photometric plan is provided for review and approval, subject to staff approval.
 - b. The applicant is proposing to install 2 pole lights along the northeast property line and toward rear of the parking lot. Staff recommends a condition of approval that the applicant must locate the lighting per C.O. 1167.03(f) which states, "Any lighting used to illuminate any off-street parking or loading area shall be so arranged as to reflect light away from any adjoining premises in any zoning district where residences are a permitted use.
 - c. The applicant is proposing to install lights on the posts at the front driveway. Staff recommends a condition of approval that the proposed lighting at the end of the driveway be removed since they do not match the characteristic of the area.
 - Parking and Circulation
 - a. The applicant is proposing 20 parking spaces
 - b. The applicant indicated that the prayer hall will have 40 available seats.
 - c. Per C.O. 1167.05(c)(1) one parking space is required per every three seats in the place of worship. The prayer hall requires 13.3 parking spaces.
 - d. The proposed parking meets code.
 - e. The applicant is providing a six foot privacy fence for screening of the parking lot to provide headlight screening. This screening will also be achieved through existing underbrush and trees along the side and rear lot lines.
 - Signage:
 - a. No sign information has been submitted. Staff recommends signage is subject to staff approval.
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
- The site currently contains a single family home with existing tree stands. The applicant is proposing to maintain the existing vegetation and maintain the single family home characteristic of the lot.
4. *All buildings, structures and sites shall be recognized as products of their own time.*

- The building's modifications appears to preserve the characteristic of the roadway. The modifications appear to match the general characteristics of the existing structure, therefore appear to be products of their own time.
5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
 - The modifications to the building appear to be of a simple design. It appears that attention has been paid to the details that will ensure an appropriate appearance for the building within this area of the city.
 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

The ARB should evaluate the overall proposal based on the requirements in the Design Guidelines and Requirements and the characteristic of the surrounding area. The application should be evaluated on the design of the site, location of the building, design of the building and use of materials.

The overall proposal is consistent with the neighboring properties and most code requirements. The proposed use of a prayer hall is a permitted use in this location, since it is a religious use. The building is receiving updates which will provide an enhancement to an existing building and incorporates new detailed architectural elements like a higher pitched roof. The proposed changes help maintain the residential characteristic of the property by using the existing and like material and maintaining existing windows and shutters by improving them through new paint. The design of the building also maintains the residential characteristics through its low profile, one-story design. The applicant is maintaining the characteristic of the site and the characteristic of the area by preserving the existing tree stands and other vegetation along the property lines. Additionally, the conditions of approval which staff are recommending will help to preserve the residential characteristics and nature of the site through additional landscaping.

Staff recommends approval provided that the ARB finds the proposal meets sufficient basis for approval.

V. ACTION

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

Move to approve application ARB-77-2018, with the following conditions:

1. An easement for future leisure trail shall be granted to the City.

2. Two canopy trees must be installed in order to meet C.O. 1171.06(a)(3).
3. A minimum of five square feet of green space must be provided for every one hundred square feet of parking area to meet C.O. 1171.06(a)(2).
4. The dumpster enclosure is to be kept outside, the screening requirements in C.O. 1171.05(b) must be met.
5. Landscaping must be added to the southwestern property line to reach the C.O. 1171.05(c) requirement
6. The landscape plan is revised to meet code requirements and the City Landscape Architect's comments, subject to staff approval which include providing a complete planting plan with locations, species, and installation sizes for review; parking screening shrubs should be installed around the parking lot facing public right of way; and remove four-rail fence alongside property lines.
7. A photometric plan is provided for review and approval, subject to staff approval.
8. The applicant must locate the lighting per C.O. 1167.03(f) which states, "Any lighting used to illuminate any off-street parking or loading area shall be so arranged as to reflect light away from any adjoining premises in any zoning district where residences are a permitted use. In addition, such lighting shall be so arranged as to not interfere with traffic on any adjoining street or to be confused with any traffic control lighting."
9. The proposed lighting at the end of the driveway be removed since they do not match the characteristic of the area.

Approximate Site Location



Source: Google Maps



**Architectural Review Board Staff Report
January 14, 2018 Meeting**

**CERTIFICATE OF APPROPRIATENESS
NEW ALBANY PLAIN LOCAL SCHOOLS STORAGE STRUCTURE**

LOCATION: 55 North High Street. Located in between the school administration building the school medical building (PID: 222-0000006-00)
APPLICANT: GHM Inc. c/o Bob Schmeltzer
REQUEST: Certificate of Appropriateness
ZONING: Urban Center Code
STRATEGIC PLAN: Village Center
APPLICATION: ARB-86-2018

Review based on: Application materials received December 14, 2018.

Staff report prepared by Chris Christian, Community Development Intern.

VI. REQUEST AND BACKGROUND

The application is for a Certificate of Appropriateness for a new storage structure on the New Albany Plain Local Schools campus. The site is within the Urban Center overlay district's Campus district. Section 8 of the Design Guidelines and Requirements states that 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 location, building form and massing information, design elements including exterior materials, window and door design, colors and ornamentation.

The New Albany Plain Local Schools campus is zoned under the Urban Center Code. The proposed storage shed was evaluated under the rear garden structure requirements.

VII. SITE DESCRIPTION & USE

New Albany Plain Local Schools is located on several large parcels east of Fodor Road, west of State Route 605 and north of Dublin Granville Road. The storage structure is proposed to be located in between the existing school administration building and the school medical building. Currently, the space between the buildings is occupied by a playground, which will be demolished in order to accommodate the proposed storage structure. Since the playground is not considered a structure the ARB is not required to review its demolition per C.O. 1157.10.

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.

- a) *The compliance of the application with the Design Guidelines and Requirements. The proposed environmental change is to comply with the Design Guidelines and Requirements of the City, incorporated by reference.*
- Section 8 of the Design Guidelines and Requirements (DGRs) - Civic and Institutional Buildings - provides the requirements for campus building typologies inside the Village Center. The goal for civic and institutional building designs is to encourage a consistent approach when new public buildings are created in the community.
 - The applicant is proposing to build a new storage structure.
 - The building is proposed to use the following material and colors:
 - Exterior: 8" white vinyl siding
 - Roof: 42" twilight grey asphalt shingles
 - Trim: The applicant has submitted a crown mold e-Vent system for the trim of the structure however the material for the trim was not identified. The ARB should confirm the material that will be used.
 - Two service doors will be located on the front of the structure. Additionally, two man doors are proposed. One on the front of the building in between the service door and one on the east elevation. The ARB should confirm the material and color that will be used for the doors
 - DGR Section 8 (II)(1) requires the site design to be appropriate for the architectural style. The proposed storage building appears to be located in an appropriate location on the site. This accessory structure is located at the back of the site so it appears it will be adequately screened by the existing school buildings and landscaping from the public rights-of-way.
 - DGR section 8 (III)(2) requires the selection of architectural style shall be appropriate to the context, location, and function of the building. The style should be based on traditional practice in American architecture and as illustrated in the Design Principles and "American Architectural Precedent" section.
 - The applicant is proposing to use vinyl siding for the structure. Existing buildings on the school campus use either brick or hardie board as a building material. The use of vinyl does not appear to be an appropriate building material within the school campus or the Village Center. Staff recommends a condition of approval requiring an alternative, building material be used for the structure such as wood, brick or hardie board, rather than the proposed vinyl.
- b) *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 proposed storage structure will be located in between two existing buildings on the school campus.
 - The proposed storage structure will be adequately screen from public rights of way by both the existing building along High Street and existing landscaping along a private drive.
 - The proposed plans have not indicated that there will be any outside mechanicals or other storage associated with the building.
 - The applicant submitted details for light fixtures however the location of this lighting is not indicated on the storage structure renderings. The ARB should confirm the location of light fixtures on the building.
 - No signage is proposed.
- i. On the northern side of the building, the applicant proposes to add a new 10' concrete pad and a 10 feet asphalt drive, from an existing interior school road to gain access to the structure.
- c) *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural or environmental features should be avoided when possible.*
- The applicant is proposing to remove an existing playground on the site in order to accommodate the new storage structure. It does not appear that the original quality or character of the site will be destroyed as a result of the new storage structure.
- d) *All buildings, structures and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance inconsistent or inappropriate to the original integrity of the building shall be discouraged.*
- The applicant is proposing to use vinyl siding as a building material which is not consistent with other buildings on the school campus or the Village Center. An alternate material such as wood, brick or hardie board is more appropriate.
 - Village Center Plan's development goals (page 32) state "quality materials and good design should be components of each building within the Village Center. Due to the restricted geographical area of the Village Center, each building is important and any lost opportunity for quality architecture will affect the overall quality of the Village Center." The Architectural Review Board should evaluate the appropriateness of the proposed building materials on the Village Center.
- e) *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
- The building style appears to be appropriate however the vinyl material is not appropriate within the context of other buildings on the school campus.
- f) *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
- Not Applicable, the proposed building is new construction.
- g) *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, the proposed building is new construction.

Urban Center Code Compliance

1. Rear Yard Garden Structure Standards

Standard	Minimum	Maximum	Proposed
Side Yard (North)	Same as building typology (20 feet minimum)	No max	100+ feet
Lot Width	No min	No max	N/A
Lot Coverage	No min	No max	N/A
Maximum Area	No min	500 sq. ft.	480 sq. ft.
Side Yard (South)	20 feet	No max	100+ feet
Rear Yard	20 feet	No max	200+ feet
Height	No min	25 feet	18 feet +/-

- Rear yard garden structures must be 10 feet from other structures. As proposed the storage building is approximately 25 feet from the closest structure.
- Rear yard garden structures must be behind the primary structure. The proposed structure is located behind the primary school administration building on High Street.

IX. RECOMMENDATION

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

The proposed storage structure appears to be in an appropriate location and is adequately screen from public rights of way both by the administration building on High Street and existing on site landscaping.

However, staff recommends the exterior of the building be wood, hardie-board or brick so this building is consistent with the recommendations found in the Design Guidelines and Requirements. Hardie Board is an alternative material that has been successfully used within the Village Center. The addition of any new buildings or structures on the school campus should serve to complement the existing buildings and structures in order to meet the purpose and intent of the Strategic Plan, Urban Center Code and Design Guidelines and Requirements. Staff recommends approval of the Certificate of Appropriateness for the new storage structure provided that the ARB finds the proposal meets sufficient basis for approval.

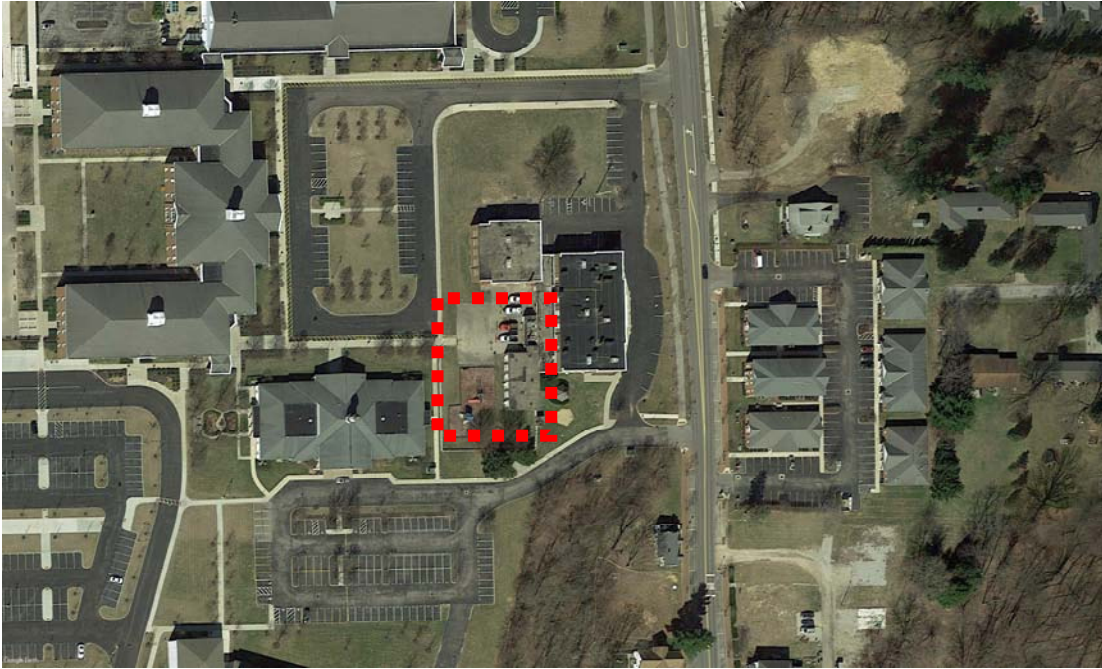
X. ACTION

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

Move to approve application ARB-86-2018, with the following condition:

1. Vinyl is not used on the structure and an alternative building material such as wood, brick or hardie board be used, subject to staff approval.

Location:



Source: Google Earth



**Architectural Review Board Staff Report
January 14, 2019 Meeting**

**FOX IN THE SNOW—SIGNAGE
CERTIFICATE OF APPROPRIATENESS AND WAIVER**

LOCATION: 160 West Main Street , Suite G – Market and Main II
APPLICANT: Jeff Excell
REQUEST: Certificate of Appropriateness for new signage
ZONING: C-PUD (Comprehensive Planned Unit Development) 1998
NACO C-PUD: Subarea 4a Northwest Market Street
STRATEGIC PLAN: Village Center
APPLICATION: ARB-87-2018

Review based on: Application materials received December 6, 2018.

Staff report prepared by Chris Christian, Community Development Intern.

XI. REQUEST AND BACKGROUND

The applicant requests a certificate of appropriateness to install two wall signs and a projecting sign at the Market and Main II building. One wall sign is to be installed on the Main Street elevation and the second wall sign is proposed to be installed on the Market Street corner elevation, facing the roundabout. The projecting sign is to be installed on the Farmers Alley elevation adjacent to an entrance. According to C.O. 1169.02 (54) the definition of a wall sign includes painted mural signs that are painted or applied directly onto a building. City sign code requires that wall signs must be installed with a minimum one inch relief. A waiver to this requirement is requested.

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.

XII. SITE DESCRIPTION & USE

The property is zoned C-PUD (Comprehensive Planned Unit Development) under the 1998 NACO C-PUD 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 located on the first floor of the new Market and Main II building. The tenant space can be accessed through two doors, one on the Farmers Alley elevation and one on the Main Street elevation.

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 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 proposed wall sign type and projecting sign type are consistent with other signs in the Village Center.

Wall Signs

- City sign code Chapter 1169.16(h) permits a maximum area of 40 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 two identical wall signs with the following dimensions:
 - a. Size: 54" x 30" [meets code].
 - b. Area: 11.25 square feet [meets code].
 - c. Location: directly painted or applied onto the building above the tenant space [meets code].
 - d. Lighting: existing gooseneck lighting [meets code]. Staff recommends a condition of approval that the additional, unused gooseneck lighting for this tenant space on the Main Street elevation be removed and replaced with a blank cover plate to match the color of the building, subject to staff approval.
 - e. Relief: none, sign will be directly painted or applied onto the building [does not meet code. Waiver requested].
 - f. Colors: white [meets code].
 - g. Lettering Height: no lettering [meets code].
- Both signs will feature the Fox in the Snow logo.
- The signs will either be painted or vinyl, directly painted or applied onto the brick.
- Both signs will be installed above the tenant space, one on the Market Street corner elevation and one on the Main Street elevation. Both of these materials are appropriate for this space.
- The Architectural Review Board previously approved painted mural wall signs for Mellow Mushroom.
- The sign type adds visual interest to the space and appears to be appropriately designed.
- Staff recommends the applicant remove the additional, unused gooseneck lighting fixtures that are located at this tenant space since they do not appear to be necessary. All the tenant spaces on this side of the Market and Main building are occupied and have installed signage and no additional signage is anticipated. The extra lighting on the building may give the appearance of the signage being incomplete. With staff recommendation to place covers over the electrical

boxes, lighting can be easily re-installed in the future if additional signage is requested.

Projecting Sign

- City sign code Chapter 1169.16(h) permits a maximum area of 6 square feet per a sign face and allows one projecting sign per business entrance with a minimum sign relief of one inch. External illumination is allowed. The applicant proposes a projecting sign with the following dimensions:
 - a. Size: 29.5" x 24" [meets code].
 - b. Area: 4.91 square feet [meets code].
 - c. Location: Farmers Alley patio elevation adjacent to a tenant entrance [meets code].
 - d. Lighting: no lighting has been proposed at this time [meets code]. Staff recommends a condition of approval that any lighting for the projecting sign match the downcast, spotlight lighting of existing projecting signs in Market and Main, subject to staff approval.
 - e. Relief: 2 inches [meets code].
 - f. Colors: white sign panel with black and white logo (total of 2) [meets code].
 - g. Lettering Height: no lettering [meets code].
 - h. Clearance: 8' from the sidewalk [meets code].
 - i. Projection: 4.5 feet [meets code]
 - The sign will feature the Fox in the Snow logo.
 - The sign bracket is the same bracket with that is used on the Market and Main II building for Johnson's Ice Cream.
 - The proposed sign has cove-cut corners and routed edges, which matches other signs on the building.
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 signs and projecting sign are appropriate sign-types for this tenant space.
 3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
 - It does not appear that the original quality or character of the building or site will be altered or destroyed by the installation of the signs nor by removing the additional, unused light fixtures.
 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 signs appear to match the style of the building and other existing signs.
 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.*
 - It does not appear that the proposed signage will alter the essential form or integrity of the original structure if they were removed.

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 purposed 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 applicant is requesting waivers to the following code requirements:

A. C.O. 1169.16(d) (Village Core) states that wall signs must have a minimum of one inch relief. The waiver request is to allow the wall sign relief to be zero inches.

- The applicant is proposing to either paint or directly apply the sign onto the face of the building.
- Per the City Sign Code, the definition of a wall sign includes painted murals or other graphics that are directly mounted onto a building. The specific requirements for a wall sign states that there must be a minimum of one inch relief for the sign. A waiver to this requirement seems necessary for fairness as the city seeks encourage a mixture of well-designed sign types however this requirement limits the ability to achieve this goal.
- The ARB has previously approved a similar request by Mellow Mushroom which has two painted mural signs that were installed directly on the face of the 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. The sign code encourages well deigned signs. A wall sign painted or applied directly to the building is appropriate for this space. The sign type adds visual interest to the space by adding various sign types to the building.

- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

XIV. RECOMMENDATION

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

The proposed signs are consistent with the other wall and projecting signs within the Market Square area. Both the projecting sign and wall signs are appropriate sign types for this tenant space. The mural design, of the wall signs, provide vibrancy and visual interest for the Market Square area.

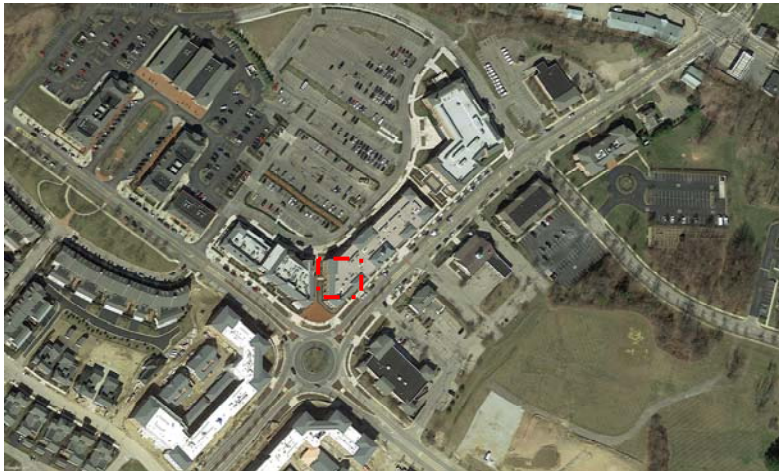
XV. ACTION

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-87-2018:

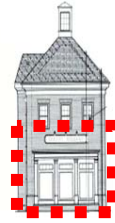
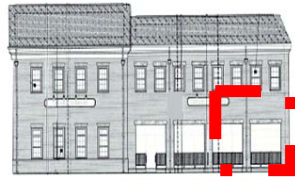
Move to approve Certificate of Appropriateness and waiver for application ARB-87-2018 for the new signs for Fox in the Snow with the condition:

1. That the additional, unused gooseneck lighting for this tenant space on the Main Street elevation be removed and replaced with a blank cover plate to match the color of the building, subject to staff approval.
2. Lighting for the projecting sign match the downcast, spotlight lighting of existing projecting signs in Market and Main, subject to staff approval.



Source: Google Earth





Source: Market and Main II building plans