



Architectural Review Board

Meeting Minutes

September 11, 2017

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 7:08 p.m.

Mr. Alan Hinson, Chair	Present
Mr. Jack Schmidt	Present
Mr. Jonathan Iten	Absent
Mr. Lewis Smoot	Present
Mr. Jim Brown	Absent
Mr. E.J. Thomas	Present (left at 7:54)
Ms. Kim Comisar	Absent
Mr. Matt Shull	Present

Staff members present: Stephen Mayer, Planner; Jackie Russell, Clerk; Adrienne Joly, Director of Administrative Services and Pam Hickok, Clerk.

Mr. Thomas moved, seconded by Mr. Smoot to approve the meeting minutes of August 14, 2017. Upon roll call vote: Mr. Hinson, yea; Mr. Schmidt, yea; Mr. Thomas, yea; Mr. Smoot, yea. Yea, 4; Nay, 0; Abstain, 0; Motion carried by a 4-0 vote.

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

Mr. Mayer stated that staff would like to add one item under other business for the Village Hall door replacement.

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

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

ARB-44-2017 Certificate of Appropriateness

Certificate of Appropriateness to allow for stone to be the primary material on the main façade. (PID: 222-004877).

Applicant: Mike Kolberg, Memmer Homes

Ms. Jackie Russell presented the staff report.

Mr. Jeff Memmer, Memmer Homes, stated that this picture is the board and batten material that will be used. We worked closely with NACO ARC to design appropriately.

Mr. Hinson stated that he has no issue with the stone façade and adds to the rural nature of the rural corridor. There are other examples of stone to the south and several hybrid barn homes on the Reynoldsburg New Albany corridor as well.

Moved by Mr. Thomas, seconded by Mr. Hinson to approve ARB-44-2017 based on the findings in the staff report including the board and batten material is built to meet traditional proportions, as provided to staff. Upon roll call vote: Mr. Hinson, yea; Mr. Schmidt, yea; Mr. Thomas, yea; Mr. Smoot, yea. Yea, 4; Nay, 0; Abstain, 0; Motion carried by a 4-0 vote.

**ARB-46-2017 Certificate of Appropriateness
Certificate of Appropriateness to allow a new sign for the Board & Brush tenant
located at 160 W. Main St. (PID: 222-000067).
Applicant: Megan Gropp, MJS Design Co. LLC.**

Ms. Russell presented the staff report.

Mr. Josh Gropp, Attorney for Board & Brush, verified with staff what the relief means.

Mr. Mayer confirmed that it is the thickness of the board.

Mr. Gropp stated that they agree with the size of the sign. We would propose 12' in width instead of the 14' proposed by staff due to the existing lighting. The areas outside of the lights will look dark. Our sign will have the cove-cut corners but we request not to use routed edges. We are a sign shop and would like our sign to look like the available product. He provided a list of four signs that don't have the beveled edges including, Mellow Mushroom, Pure Barre, New Albany Realty and College Nannies and Tutors. They all have ninety degrees and not beveled edges. We don't have a problem with going two inch thick

Mr. Thomas asked if other sign on this elevation look like this.

Mr. Gropp stated that they all have cove-cut corners.

Mr. Thomas stated that they should all look similar to the existing signs.

Mr. Hinson asked what the precedent was for Hudson 29 and the other existing building.

Mr. Mayer stated that all of the signs in Market Square have the coved corners. Staff's goal is to achieve overall consistency for Market Square. I think the most

important thing is to get the correct size for the tenant space. The size of signs have changed based on the size of their store frontage. Staff recommends a 2x14 sign that will match the Philip Heit Center. It appears that the building was designed to accommodate a 13-14' wide sign. We would like to have the beveled edges but if it is something that the applicant strongly feels for the branding of the store, there are other signs out there that do not have the beveled edges.

Mr. Hinson stated that he thinks it should be 14' wide and line up with the lights.

Mr. Gropp stated that it is similar to Hudson 29, we would like to be around 13' with all black and white letters.

Mr. Thomas stated that Hudson 29 is around the corner. We are looking for consistency on this elevation.

Mr. Gropp asked for a clarification of elevation.

Mr. Hinson stated that it is the new section of this building. We have to consider all of these units. I recommend that we go with staff's recommendation.

Mr. Gropp agreed with 2'x14' sign

Mr. Hinson stated 2'x14' with coved corners and beveled edges.

Mr. Gropp stated that not every sign has the beveled edges.

Mr. Thomas stated that we are trying to have a consistent look across all of the businesses and I think

Mr. Hinson asked if the Heit Center has a sculpted or beveled edge.

Mr. Mayer stated that he is not sure.

Mr. Gropp stated that Mellow Mushroom, Pure Barre, New Albany Realty and College Nannies & Tutors don't have beveled edges.

Mr. Thomas confirmed that those businesses don't face the street.

Mr. Gropp stated that they are in front of the library. The last issue is thickness. I don't see a difference between 1.5" and 2" for aesthetics.

Mr. Thomas asked what the existing signs are in the area.

Mr. Mayer stated that we are trying to get more consistency on the thickness. I do believe that some of the older signs are 1.5" thick.

Mr. Thomas asked on this elevation are these 2" signs.

Mr. Mayer stated that the Heit Center is 2" thick.

Mr. Schmidt asked if the signs will be proportionate to the store frontage. This is the smallest frontage and we want the sign to be 14' wide.

Mr. Hinson stated that they will be proportionate but that makes this sign 14' and other signs may be larger.

Mr. Thomas asked if the width proportions will be consistent for other businesses that come for a sign.

Mr. Hinson stated that across the entire building I think the beveled edge vs. square edge.

Mr. Gropp stated that the only way you can tell the difference is if you look at it closely.

Mr. Thomas stated that the idea in village center is to encourage the walking traffic and the decision made tonight will determine the rest of the signs for this building.

Mr. Hinson stated that he agrees with the beveled edge. It adds the depth of detail and enhances the business.

Mr. Gropp confirmed beveled edge and 2" thick sign.

Moved by Mr. Thomas, seconded by Mr. Hinson to approve ARB-46-2017 subject to the following conditions:

1. The sign size will be 14'x2' with a two inch thick sign board to match existing signs at Market Square
2. The sign will have scalloped cove-cut corners and routed edges to match existing signs at Market Square. Upon roll call vote: Mr. Hinson, yea; Mr. Schmidt, yea; Mr. Thomas, yea; Mr. Smoot, yea. Yea, 4; Nay, 0; Abstain, 0; Motion carried by a 4-0 vote.

Other Business – Rose Run Park Presentation

Ms. Adrienne Joly provided an informational presentation for Rose Run Park.

Mr. Hinson stated that the vision is strong and adds another layer of quality of the community experience that we all enjoy.

Mr. Schmidt asked the water shed that comes through there, how will that be handled. The salon building was under water with the last large rain.

Ms. Joly stated that some of this area is in the flood plain. We will have some paths in the flood plain and we will need to have the maintenance

responsibilities ready. The other features such as the play area will be out of the flood area.

Mr. Thomas stated other communities have the choke down lanes; the paint lines needs to be a gentle sweep to avoid accidents. On the narrower lanes with trees on each side is there enough room for snow removal.

Ms. Joly stated that we have 10' of tree lawn. So we have a wide area to accommodate the snow. We need to remember that we are not only designing a park but also a road. We need to change the perception of this area to achieve safety that is needed.

Mr. Thomas asked if in 20 years what kind of growth will we have.

Ms. Joly stated that the traffic study used a 20 year planning horizon with the complete development of village center. We will need to loop Market Street back out to SR 62 to accommodate the traffic in the future.

Mr. Schmidt stated that it looks nice. We go over to Rusty Bucket and there are kids that are in the center section destroying the area without any enforcement. Why spend the money on city property.

Ms. Joly stated that there is not a lot of room for the kids to go so they all go to Market Square. Hopefully this will provide a place for them to go and with more people around and our police and service will have visibility.

Mr. Smoot stated that he is concerned with truck traffic at the choke down. It should have a lot of early signage.

Other Business – Village Hall exterior doors

Mr. Mayer stated that DGRs state that all civic projects require that they come to ARB. We will be replacing the front and back doors on this building. The current doors are not easy to use and have a lot of maintenance issues. They are currently real wood doors and we propose to replace them with this plastic material, same feel and color as the wood doors. (provided a sample to the members). The current doors have a wood transom and we would like to replace the transom with windows. We don't have the window patterns at this time.

Ms. Joly stated that we plan on completing it this fall. Currently the lobby floods when it rains and the doors stick.

Mr. Shull asked what the material is called.

Mr. Mayer stated that he is not sure.

Mr. Smoot stated that it is foam core door.

Ms. Joly stated that the sample is not the correct color stain.

Mr. Shull asked if the Council exterior doors will be replaced due to the rotting doors and flooding issues.

Mr. Thomas left the meeting at 7:54pm

Ms. Joly stated that they will be replaced but she thinks they will be replaced with the same wood door.

Mr. Hinson stated that they look great.

Mr. Smoot moved to adjourn the meeting, seconded by Mr. Schmidt.. Upon roll call vote: Mr. Hinson, yea; Mr. Schmidt, yea; Mr. Smoot, yea. Yea, 3; Nay, 0; Abstain, 0; Motion failed by a 3-0 vote. Quorum not present for vote.

The meeting adjourned at 7:56 p.m.

Submitted by Pam Hickok

APPENDIX



Architecture Review Board Staff Report September 11, 2017 Meeting

5886 JOHNSTOWN RD CERTIFICATE OF APPROPRIATENESS

LOCATION: 5886 Johnstown Rd. (PID: 222-004877)
APPLICANT: Memmer Homes
REQUEST: Certificate of Appropriateness to the Design Guidelines and Requirements section 5(1) to allow stone exterior to be used on the main façade of the structure.
ZONING: R-4 Suburban Single-Family Residential District
STRATEGIC PLAN: Neighborhood Residential District
APPLICATION: ARB-44-2017

Review based on: Application materials received July 28 and August 23, 2017.

Staff report prepared by Jackie Russell, Community Development Clerk.

I. REQUEST AND BACKGROUND

The applicant is requesting a certificate of appropriateness to allow a new single family residence in the East of Ashton area to have natural stone as the main exterior façade material. The application is required to be heard by the Architectural Review Board due the Design Guidelines and Requirements Section 5(F)(1), "The materials of which new buildings are constructed shall be appropriate for and typical of materials traditionally used in the architectural style in which the building is constructed. In general, wood siding and brick are preferred exterior materials. The use of alternate materials such as hardi-plank, vinyl, and other modern materials may be appropriate when they are used in the same way as traditional materials would have been used... Use of façade materials other than brick or wood requires review by the Architectural Review Board."

II. SITE DESCRIPTION & USE

The site is currently under construction for a new single family home in the East of Ashton area. A footing and foundation approval was granted to allow the home to begin construction while the stone material was being review by the Architectural Review Board. Originally seven lots were located in this area. A lot line adjustment was approved by the city to create three estate lots. The area is known as East of Ashton. This property is the first lot of three new lots on Johnstown Rd. The

neighboring properties are currently empty lots. The remaining lots are not owned by the applicant.

III. EVALUATION

The application complies with application submittal requirements in C.O. 1113.03, and is considered complete.

Criteria

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.*
 - The applicant is proposing to a natural stone veneer as the primary exterior material for a new home. The applicant states that the stone veneer has been chosen because, "stone is required to keep the architectural integrity of the home per NACCC ARC".
 - The New Albany Design Guidelines and Requirements Section 5 – Residential Outside Village Center – Part II(F)(1) states the materials of which new buildings are constructed shall be appropriate for and typical of the materials used in the architectural style in which the building is constructed. In general, wood siding and brick are preferred exterior materials. The use of alternate materials may be appropriate when they are used in the same way as traditional materials would have used. This means the shape, size, profile, and surface texture of alternate materials must exactly match historical practice. The City Architect has reviewed the proposed home and natural stone material and supports its use as the exterior wall material.
 - One of the guiding principles for design in the Design Guidelines and Requirements is New Albany development will utilize authentic and high quality building materials. Wood and brick are preferred, however the use of natural stone for this residence appears to be appropriate. Although stone will be used for the main façade, the wings are proposed to be constructed with a white board and batten material for the additional exteriors. The City Architect has commented the board and batten's size and spacing don't emulate traditional proportions. Staff recommends the board and batten is revised to meet traditional proportions subject to staff approval.
- 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.*
 - Landscape

- i. No landscape plan was submitted due to the building being a residential home. The lot is a wooded lot with mature trees.
 - Lighting
 - i. Not applicable.
 - Parking and Circulation
 - i. There is one curb-cut onto Johnstown Rd.
 - Signage
 - i. Not applicable.
- c) *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
- The site is located along a rural corridor (Johnstown Road) and the home has a rural type architecture. Based on the rural character of the street and lot, the use of stone appears appropriate for the area. The Planning Commission has previously approved two homes in the Hawksmoor subdivision, one immediately adjacent to State Route 605, to have stone exterior.
 - The request does not seem to alter the character of the East of Ashton area and the overall Johnstown Road Corridor. There are other individual lots with unique architecture along this roadway.
 - An additional distinguishing character of the lot is the mature trees on the site. The home is proposed to be setback 386 feet from Johnstown Road so it can be built around these large established trees on the site. .
 - Although stone will be used for the main house mass's exterior façade, the wings are proposed to be constructed with a white board and batten material which is a typical design pattern used in New Albany.
- 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 proposed building is new construction and appears to be a product of its own time.
- e) *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
- The City Architect has reviewed the proposed home and natural stone material and supports its use as the exterior wall material given its rural type of design.
- f) *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
- Not applicable, home 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, home is new construction.

III. RECOMMENDATION

The Architectural Review Board should evaluate the overall proposal based on the requirements in the Design Guidelines and Requirements. The application should be evaluated on the use of materials based on the design of the building. The use of the natural stone on the main house mass appears to be appropriate given the rural character of the street and is appropriate for the architecture of the home. The natural stone meets the goals and intent of the New Albany Design Guideline and Requirements since it appears to be appropriate for and typical of the materials used in the architectural style in which the building is constructed, and is an authentic and high quality building material. Staff is supportive of this request for these reasons.

V. ACTION

Should the Architectural Review Board finds 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-44-2017 based on the findings in the staff report.



Source: Franklin County Auditor



**Architectural Review Board Staff Report
September 11, 2017 Meeting**

**BOARD AND BRUSH CREATIVE STUDIO – SIGNAGE
CERTIFICATE OF APPROPRIATENESS**

LOCATION: 160 West Main Street , Suite E – Market and Main II
APPLICANT: MJG Design Co, LLC.
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-46-2017

Review based on: Application materials received August 5, 24, and 30 2017.

Staff report prepared by Jackie Russell, Community Development Clerk.

I. REQUEST AND BACKGROUND

The applicant is requesting a certificate of appropriateness to allow two wall board sign to be installed at the Main and Market II building. One wall sign is to be installed on the Main Street elevation. The second wall sign will be installed on the parking lot elevation on the back of the building.

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 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 centrally 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 parking lot side of the building and one on the side of Main Street.

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. This is the first (initial) signage proposed the building. The proposed wall sign type of signage is consistent with other signs

Wall Sign Board

- 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 a wall sign with the following dimensions:
 - a. Size: 18" x 96" [meets code].
 - b. Area: 4.5 square feet [meets code].
 - c. Location: fastened flush to the storefront face above the primary entrance facing the parking lot [meets code].
 - d. Lighting: external lighting [meets code].
 - e. Relief: 1.5 inch [meets code].
 - f. Colors: black and white (total of 2) [meets code].
 - g. Lettering Height: 5.3 inches [meets code]
 - The sign will read "Board& Brush creative studio"
 - The proposed sign board appears to be too small given the storefront and fascia size at the location.
 - Although the proposed sign meets city code, the standard size of a wall sign in the Market Square area is 14' x 2' which is appropriately scaled to the building and design of the area. Staff recommends that the proposed sign be modified to 14' x 2' to match other existing signs in the area.
 - One sign is located above the primary entrance to the business on the Main street elevation of the building.
 - The second sign is located above the entrance to the business from the parking lot elevation of the building.
 - Staff recommends the proposed sign have scalloped cove-cut corners and routed edges to match existing Market Square signage.
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.*

- The sign’s mounting location appears to be appropriate since it is positioned in a suitable location and does not block any architectural features.
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 appears 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.*
 - Not Applicable

IV. RECOMMENDATION

Staff recommends approval of this application because the proposed sign is consistent with the other signs’ dimensions, design, and locations within the Market Square area. The wall signs is an appropriate sign type for this location.

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

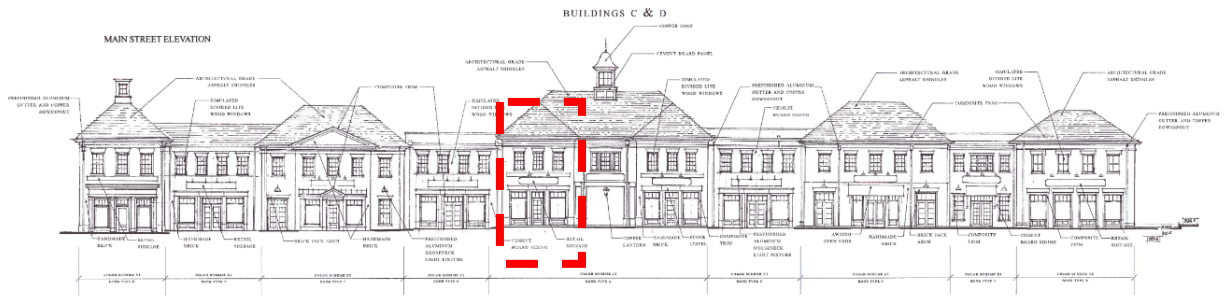
V. ACTION

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-46-2017:

Move to approve Certificate of Appropriateness for application ARB-46-2017 for a new wall sign for Board & Brush Creative Studio with the following conditions:

1. The sign size will be 14’ x 24” to match existing signs at Market Square.
2. The sign will have scalloped cove-cut corners and routed edges to match existing signs at Market Square.



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