



Architectural Review Board

Meeting Minutes

November 13, 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 7:01 p.m.

| | |
|------------------------|-------------------------|
| Mr. Alan Hinson, Chair | Present |
| Mr. Jack Schmidt | Absent |
| Mr. Jonathan Iten | Present |
| Mr. Lewis Smoot | Absent (arrived 7:02pm) |
| Mr. Jim Brown | Present |
| Mr. E.J. Thomas | Present |
| Ms. Kim Comisar | Absent (arrived 7:06pm) |
| Mr. Matt Shull | Present |

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

Mr. Iten moved, seconded by Mr. Brown to approve the meeting minutes of October 9, 2017. Upon roll call vote: Mr. Hinson, yea; Mr. Iten, yea; Mr. Brown, yea; Mr. Thomas, yea. Yea, 4; Nay, 0; Abstain, 0; Motion carried by a 4-0 vote.

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

Mr. Hinson asked for any public comment for items not on the agenda.

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

ARB-57-2017 Certificate of Appropriateness

Certificate of Appropriateness for an addition to the existing structure at the New Albany Methodist Church located at 20 3rd Street (PID: 222-000223).

Applicant: The McKnight Group

Ms. Russell presented the staff report.

Mr. Philip Tipton, McKnight Group, introduced all members available for questions tonight. The plans submitted tonight include photometric, the bike spaces, updated streetscape. He explained the project that includes larger foyer off Third Street, café, new chapel that sits about 300 and a multipurpose room. The high roof line is for the multipurpose room that includes volleyball court.

One of the comments we received was regarding the rooftop units. We have received the engineering and the rooftop units that was chosen will not be visible. The youth room opens to lower level and a covered patio from new café. We put a divider, which is the foyer, in the middle purposely to balance the existing classroom and new chapel area. The foyer has the same details as the café area. Since the original submittal we have added the stone and the roof line changed that has a smaller gable with side wings. We believe the scale has been brought down.

Mr. Hinson stated that he likes the southern exposure along Dublin Granville Road. Has concerns with parking on the site in relationship to the street. There has been a huge investment into the Dublin Granville Road corridor. With the possibility of a future Market Street connecting to Third Street this will be an important corner. My first concern is the additional curb cut along Dublin Granville Road. Is there an opportunity to use the JCC curb cut?

Mr. Tipton stated that they did not explore that option. We have moved the entrance from the east side of the property to the center of that frontage per staff comments.

Mr. Hinson stated that we have had a lot of cooperation with parking in the community and I think this would be a great opportunity to improve upon the green corridor.

Mr. Mayer stated that we try to encourage shared curb cuts to lessen the amount of paved area and also adds more green space. The traffic engineer recommended that it be moved away from the JCC access due to the number of cars that may be exiting. After consulting with the city planning consultants they recommended that it be placed in the center of the property to keep the street and alley pattern evenly spaced. Staff would like to opportunity to explore if JCC would be willing to share a curb cut.

Ms. Comisar asked what the traffic study was for.

Mr. Mayer stated that it was not a traffic study but when we received the original site plan we sent it to our traffic engineer to see if they had concerns with the location of the curb cut. The engineer did have concerns and the applicant chose to move the curb cut.

Mr. Hinson asked for an explanation on the west elevation foyer roof planes.

Mr. Tipton stated that the existing and new foyer will not have a break in the plane and the new foyer and new chapel are slightly different roof planes but similar in height.

Mr. Iten confirmed the HVAC unit are no longer visible.

Mr. Tipton stated yes.

Mr. Iten confirmed that the horse fence has been corrected on the new submittal tonight.

Mr. Tipton stated yes.

Mr. Iten asked if the new submittal addressed the landscape architects comments.

Mr. Tipton stated yes.

Mr. Iten stated that the I will let someone else decide if the photometric plan is correct. Does the photometric plan talk about the proposed light fixtures?

Audience member stated yes.

Mr. Iten confirmed that you believe you meet the downcast and close to existing light post requirement.

Mr. Tipton stated yes.

Mr. Iten stated that the number of required parking spaces is more discretion.

Mr. Mayer stated yes, that is correct.

Mr. Brown asked if overflow parking onto Third Street, will it be a problem.

Mr. Tipton stated that the seating capacity in the existing auditorium is about 500. We design for 2.5 occupants per parking space. The new chapel seats 300-350, so there is a possibility that they could have simultaneous use at some point. At 200 parking spaces we are just meeting the 2.5 to 1; so we are just meeting our minimum. If we were designing this church anywhere else we would have more like 300-400 parking spaces.

Mr. Brown stated that there needs to be a balance. Are you comfortable with the submitted parking lot?

Mr. Tipton stated that the original design had a double loaded parking row on the southern portion of the property. After the first meeting with city staff we discussed the tree lawn, fence, etc. that needed to be continued and we realized that we wouldn't have room for the double loaded parking corridor.

Mr. Hinson clarified that the parking spaces are deeper than typical and the corridor is wider. Is there an opportunity for more green space along this corridor?

Mr. Mayer explained the standard for drive aisles are 22ft wide and 9x19 parking spaces. I think we could make up one foot for each space and 2 feet for the aisle for a total of 4 feet.

Mr. Jason Cottrell, project architect, stated that due to the dead end parking lot situation we thought we would need the additional parking lot width for turning around.

Mr. Brown stated that a cross access easement with the JCC would be beneficial. A dead end parking lot is never a good thing.

Mr. Tipton asked if we make a good faith effort to work something out with JCC, can we get a conditional approval for the submitted lot.

Mr. Iten stated that he doesn't have a problem with conditional approval.

Mr. Hinson stated that he agrees; would like to see the parking spaces a more traditional size to get more green space along Dublin Granville Road corridor.

Mr. Iten asked about the four additional bike hitches.

Mr. Tipton stated yes, they are shown on the new landscape plan.

Mr. Iten asked for clarification of the use of hardi plank and fypon.

Mr. Tipton provided examples of the material. Fypon is a single molded piece that is painted and looks like wood. Provided drawings showing the use of the stone on the foundation and the pictures of a current project using fypon.

Mr. Iten asked where the mechanical devices are located.

Mr. Tipton stated that all units are on the roof and below the roofline.

Mr. Hinson asked what the poured concrete pads that were just poured.

Mr. Frank Luchsinger stated that it is a prayer garden.

Mr. Iten asked about combining the two parcels.

Mr. Tipton stated that it has not happened at this time and they have no objection.

Mr. Mayer asked if the steeple is proposed to have up-lighting.

Mr. Tipton stated that is not designed and asked for staff's preference.

Mr. Mayer stated that village center typically is down-cast lighting.

Mr. Hinson stated that we will have you work with staff on lighting.

Mr. Brown asked about the use of LED lights.

Mr. Tipton stated that we can match the fixtures that are existing but have not discussed LED lighting.

Mr. Iten stated that he had no objections to the fypon.

Moved by Mr. Iten, seconded by Mr. Thomas to approval of ARB-57-2017 subject to the following conditions:

1. Roof top HVAC units must be screened on all four sides. Final screening is subject to staff's approval.
2. Final window design is subject to staff approval.
3. The leisure trail should align with the existing leisure trail at the JCC, then 2 feet behind that the horse fence should be installed, and then have an additional 10 feet buffer from the back of the fence to locate street trees and landscaping headlight screening.
4. A photometric plan must be submitted to the city staff, plan approval is subject to staff.
5. Parking lot lighting fixtures match existing parking lot lighting fixtures.
6. The parking lot light intensity should have a zero foot candle at all parcel boundaries.
7. 4 additional bicycle hitches should be added to accommodate the bicycle integration plan found in the Urban Center Code.
8. 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.
9. The city landscape architect's comments are addressed, subject to staff approval.
10. A lot combination application must be filed with the city to combine the two parcels which the expansion and addition are located.
11. The parking lot on the south side should have 9 x 19 parking spaces and a 22' drive aisle to allow more green space between the pavement and Dublin-Granville Road if a cross access easement can occur between the JCC preschool and the New Albany Methodist Church.
12. If a cross access easement between the JCC and the New Albany Methodist Church can be arranged, the Dublin-Granville Road exit must be vacated and removed.
13. The applicant should work with staff on exterior lighting, knowing the preference is only downcast. Upon roll call vote: Mr. Hinson, yea; Mr. Iten, yea; Mr. Smoot, yea; Mr. Brown, yea; Mr. Thomas, yea; Ms. Comisar, yea. Yea, 6; Nay, 0; Abstain, 0; Motion carried by a 6-0 vote.

ARB-70-2017 Certificate of Appropriateness
Certificate of Appropriateness for new signage for Catchweight located at 14 S. High St. (PID: 222-000001)
Applicant: Columbus Sign Co.

Ms. Russell presented the staff report.

Mr. Hinson asked for comments. (hearing none)

Moved by Mr. Hinson, seconded by Mr. Iten to approve ARB-70-17. Upon roll call vote: Mr. Hinson, yea; Mr. Iten, yea; Mr. Smoot, yea; Mr. Brown, yea; Mr. Thomas, yea; Ms. Comisar, yea. Yea, 6; Nay, 0; Abstain, 0; Motion carried by a 6-0 vote.

**ARB-71-2017 Certificate of Appropriateness
Certificate of Appropriateness for new signage for the Sekulovski Group at 118 E. Main St. (PID: 222-004297)
Applicant: Signarama of Gahanna**

Ms. Russell presented the staff report.

Mr. Thomas stated that the five colors are done tastefully.

Mr. Hinson stated that he agreed because it is a logo. He continued by asking the applicant about the thickness.

Mr. Johns Parsons, Signarama, stated yes, the thickness is 1.5".

Mr. Iten stated that looking at the criteria in that we can approve waivers; they use the word "and" for the criteria and it is difficult to see how color would be affected by site specific constraints. I think we may want to look at wording in this code section.

Moved by Mr. Iten, seconded by Mr. Brown to approval ARB-71-17. Upon roll call vote: Mr. Hinson, yea; Mr. Iten, yea; Mr. Smoot, yea; Mr. Brown, yea; Mr. Thomas, yea; Ms. Comisar, yea. Yea, 6; Nay, 0; Abstain, 0; Motion carried by a 6-0 vote.

**ARB-76-2017 Certificate of Appropriateness
Certificate of Appropriateness to relocate already approved signage to a new location for First & Main located at 245 E. Main St. (PID: 222-000152).
Applicant: Ray Meyer Sign Co. Inc**

Ms. Russell presented the staff report.

Moved by Mr. Thomas, seconded by Mr. Smoot to approve ARB-76-17 with the condition that the "Assisted Living | Memory Care" portion of the previously approved signage is not permitted on the wall and is only allowed on the canopy.. Upon roll call vote: Mr. Hinson, yea; Mr. Iten, yea; Mr. Smoot, yea; Mr. Brown, yea; Mr. Thomas, yea; Ms. Comisar, yea. Yea, 6; Nay, 0; Abstain, 0; Motion carried by a 6-0 vote.

**ARB-77-2017 Certificate of Appropriateness
Certificate of Appropriateness for new signage for Amy Levine & Associates Attorneys at Law, LLC located at 3 S. High St. (PID: 222-000073).
Applicant: Sign Vision Co c/o Bri Bailey**

Ms. Russell presented the staff report.

Mr. Iten asked what proportionally reduced means. I think we should provide the applicant with more guidance.

Mr. Mayer stated that we have not done the math but to reduce by locking the proportion. We believe that the important thing is to get the width correct.

Mr. Shull verified that the signs are all metal.

Ms. Russell confirmed that they are aluminum with vinyl lettering.

Mr. Brown confirmed that the blade sign is at a 45 degree angle to the building.

Mr. Mayer stated correct.

Mr. Hinson asked if the materials match the surrounding signs.

Mr. Mayer stated that this area has a mixture of sign materials along High Street. This is different than Market Street that has a prescribed material and design. We just want the pedestrian oriented.

Mr. Hinson asked if a third sign is appropriate on 50' of frontage.

Mr. Mayer stated that the sign code allows for these three signs but states that signs should not compete with each other. So this board can determine if these signs compete with each other or duplicate.

Mr. Hinson stated that he believes that they duplicate efforts and would prefer that the ground mounted sign be removed.

Mr. Brown stated that he doesn't like the corner sign. He likes the combination of wall and post sign.

Ms. Comisar asked if you can see the corner sign coming from the other direction, believes the center wall sign is redundant.

Mr. Hinson asked for an applicant. (no response).

Mr. Iten stated that historically across the street, I remember approving a sign on High Street and Main Street.

Mr. Thomas stated that being able to see the sign from the other way is a benefit. I like the signs on the building.

Mr. Brown stated that maybe we could allow the applicant to pick two of the three signs.

Mr. Hinson stated that it is an improvement to have the roof sign removed.

Mr. Thomas stated too much signage for the small building.

Moved by Mr. Brown, seconded by Mr. Hinson to approval ARB-77-17 subject to the following conditions:

1. The existing roof sign and mounting equipment, and dual post sign, as well as temporary signage must be removed prior to the installation of the new signage.
2. The wall sign is proportionally reduced in size so it shows portions of the building façade between the entryway and eave line, and is no wider than 7 feet, subject to staff approval.
3. The ground post sign is modified to have a black post.
4. The applicant may pick any two of the three signs to install. Upon roll call vote: Mr. Hinson, yea; Mr. Iten, yea; Mr. Smoot, yea; Mr. Brown, yea; Mr. Thomas, yea; Ms. Comisar, yea. Yea, 6; Nay, 0; Abstain, 0; Motion carried by a 6-0 vote.

ARB-78-2017 Certificate of Appropriateness

Certificate of Appropriateness for new signage for Hayley Gallery and Temple of Juice located at 260 Market Street Suite B. (PID: 222-004558).

Applicant: Sean Alley, Prosign Studio

Ms. Russell presented the staff report.

Mr. Thomas asked how thick the aluminum is and how it is affixed to the wood.

Mr. Sean Alley, ProSign Studio, stated that he provided an example of the materials. He stated that it is very thin and doesn't really add any significant mass to the existing sign.

Mr. Thomas asked how it is affixed to the wood.

Mr. Alley stated that we will screw the new face to the existing wood sign.

Mr. Thomas asked if when you screw it in will it dimple and be visible.

Mr. Alley stated that we usually use a decorative screw cover but could also use a flush mount screw. For example the Sandy Diggs & Keith Morris signs were refaced the same way. This is a way to save the customer money.

Mr. Thomas confirmed that the material finish will match the other signs.

Mr. Alley stated that it comes pre-painted in black and thought that it will match the existing signs.

Mr. Thomas stated that it is fine if you can't tell the difference. I like the button cover.

Mr. Brown asked how many screws will need to be used.

Mr. Alley stated that we will probably use 4 across the top and bottom of the sign.

Mr. Brown asked how the letters are applied.

Mr. Alley stated that the letters are an epoxy adhesive to the sign face.

Moved by Mr. Thomas, seconded by Mr. Brown to approve ARB-78-2017. Upon roll call vote: Mr. Hinson, yea; Mr. Iten, yea; Mr. Smoot, yea; Mr. Brown, yea; Mr. Thomas, yea; Ms. Comisar, yea. Yea, 6; Nay, 0; Abstain, 0; Motion carried by a 6-0 vote.

**ARB-79-2017 Certificate of Appropriateness
Certificate of Appropriateness for an addition to the public service facility main garage at 7800 Bevelhymer Rd. (PID: 222-003478).
Applicant: The City of New Albany.**

Ms. Russell presented the staff report.

Mr. Mark Nemec, Service Director, stated that in 2006 we built the existing facility. This project is proposed for the 2019 budget. We were approved for the design phase in 2017. We used the same architect as the original building and are matching the existing building and materials.

Mr. Hinson asked if the east elevation is the same as the existing east end of the building. It seems plain.

Mr. Nemec stated that it is exactly the same as current, which is where the mechanics office is located. We will also be removing one bay door, enlarging the lunch room, lowering one garage door to expand the mezzanine and having one large door to use for large trucks.

Moved by Mr. Iten, seconded by Mr. Thomas to approve ARB-79-17. Upon roll call vote: Mr. Hinson, yea; Mr. Iten, yea; Mr. Smoot, yea; Mr. Brown, yea; Mr. Thomas, yea; Ms. Comisar, yea. Yea, 6; Nay, 0; Abstain, 0; Motion carried by a 6-0 vote.

**ARB-80-2017 Certificate of Appropriateness
Certificate of Appropriateness for new signage for Wallick Communities located at 160 W. Main St. (PID: 222-000067).
Applicant: Signcom, Inc. c/o Jim Hartley**

Ms. Russell presented the staff report.

Ms. Comisar confirmed that staff recommends the signs are moved on the front and back to the first floor.

Ms. Russell stated yes.

Mr. Hinson asked if the lights are existing.

Ms. Russell stated yes.

Mr. Thomas stated that the area is a tough space visually and to have the sign so high

Mr. Hinson stated that it looks like they are naming the building.

Mr. Thomas stated that it will look better and attract more attention on the first floor.

Ms. Amy Albery, Wallick Communities, stated that we are in a unique situation because we are taking so much space in the building. Wallick Communities is a company that builds, develops, owns and manages low income housing and assisted living in nine states in the Midwest. We are taking up 18000 square feet on the second story. No one else takes up that much space in any of the Market & Main area. We are not retail and the people visiting use will be our business partners. We will not have the general pedestrian traffic. It seems that since our entrance is in the walkway, we thought it made sense to have the sign on the second story over the walkway. We spent a lot of time with the New Albany Company and the sign company and received their approval for this signage.

Ms. Comisar asked if we have a picture of the entire building.

Ms. Albery explained how much of the space they occupy.

Mr. Hinson stated that the places that we have the higher signage are named institutional buildings. I don't think that is the place to have your signage. I prefer to have it lower.

Mr. Iten stated that I would prefer it lower as well. It's no question that people will know where you are. I want the consistency.

Ms. Comisar stated that I understand your reasoning but having your sign over the opening designates that as your entrance. I think the consistency is important across the entire façade.

Mr. Hinson asked if the sign is lower, what the correct proportion is.

Mr. Mayer stated that we recommended 2' x 14' if lowered for consistency and based on the size of the opening.

Mr. Hinson asked what the size of the opening is.

Mr. Mayer stated that the opening is about 10'-11'

Mr. Hinson stated that I would prefer that both signs are lowered and same scale on both sides of the building. Use the east sign size for both signs.

Ms. Albery stated that regarding the sign size, we are taking the more square footage, 18,000sf, and we are receiving the signage just like the other tenants.

Mr. Hinson asked if blade signs are permitted on the second floor.

Mr. Mayer stated that he would need to check code for blade signs, but the board has approved hanging signs on the second floor of Market & Main I.

Mr. Hinson recommended that they look into the other sign types.

Mr. Hartney stated that the blade sign on the second floor doesn't serve much purpose from the street.

Mr. Thomas suggested that allow the 16' wide size on the rear and the 11' on the front elevation as a compromise.

Mr. Hartney stated that without the downspouts it will look scaled.

Ms. Albery asked about covering the brick detail.

Mr. Hartney responded from the audience.

Mr. Mayer stated that it is correct, staff has recommended for the sign to be 2' tall to match the existing signs.

Moved by Mr. Thomas, seconded by Ms. Comisar to approve ARB-55-17 subject to the following conditions:

1. The signs are located on first story, immediately above the passage entrance, subject to staff approval, subject to staff approval.
2. The sign on the west elevation is sized 2' x 16' to maintain consistency with the other signs on the Market and Main II building and the sign on the east elevation should be sized 2' x 11' to allow for a first story sign to not interfere with the downspouts. . Upon roll call vote: Mr. Hinson, yea; Mr. Iten, yea; Mr. Smoot, yea; Mr. Brown, yea; Mr. Thomas, yea; Ms. Comisar, yea. Yea, 6; Nay, 0; Abstain, 0; Motion carried by a 6-0 vote.

Mr. Brown moved to adjourn the meeting, seconded by Mr. Thomas. Upon roll call vote: Mr. Hinson, yea; Mr. Schmidt, yea; Mr. Thomas, yea; Mr. Iten, yea. Yea, 6; Nay, 0; Abstain, 0; Motion carried by a 6-0 vote.

The meeting adjourned at 8:33 p.m.

Submitted by Pam Hickok

APPENDIX



Architectural Review Board Staff Report November 13, 2017 Meeting

CERTIFICATE OF APPROPRIATENESS NEW ALBANY METHODIST CHURCH EXPANSION

LOCATION: Generally located at the intersection of Third street and E Dublin Granville Road (PID: 222-000223)
APPLICANT: The McKnight Group
REQUEST: Certificate of Appropriateness for construction of a new addition
ZONING: Urban Center District within the Campus subarea
STRATEGIC PLAN Village Center
APPLICATION: ARB-57-2017

Review based on: Application materials including elevations received September 8 and November 3, 2017.
Staff report prepared by Jackie Russell, Community Development Clerk.

I. REQUEST AND BACKGROUND

The application is for a Certificate of Appropriateness for a new addition of a chapel, foyer and community room. The application also includes a new parking lot and adding two new curb cuts, one along Third Street and one along Dublin Granville Road.

The building and site under will be built, designed and evaluated under the “Campus” 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.

II. SITE DESCRIPTION & USE

The site is located at the intersection of E Dublin Granville Road and 3rd Street. The JCC New Albany Preschool is located to the east of the church. According to the Franklin County Auditor, the site has approximately a 27,766 square foot church. The site is approximately located 4.25 acres.

According to the Urban Center Code 1.1 Regulating plan, the location of the New Albany Methodist Church is located within the Campus sub-district. According to the Urban Center Code 2.1.2 building typologies are permitted in corresponding sub-districts. The campus building typology will be used to evaluate the New Albany Methodist Church Expansion.

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*

- Section 8 of the Design Guidelines and Requirements (DGRs) provides the requirements for Civic & Institutional within the city. Overall, this building should follow the precedents of traditional American architectural design and be located in an appropriate setting.
- Per DGR Section 8 (III)(4) civic and institutional designs shall follow the precedents of traditional American architectural designs, with particular care paid to the proportions of wall height to width; roof shape, and proportions of windows and doors, including vertically proportion window panes. 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 and commented that the proposed addition is, "very sound in terms of architectural scale, massing, and materials. The architects have skillfully manipulated roof shapes to achieve a nice blend of mixing old and new forms in a pleasing and appropriate manner. Despite being a large undertaking, the new structure will fit in nicely with its surroundings and will be seen as a positive addition to the community."
- In the west and east elevation drawings rooftop HVAC units are visible. Staff recommends a condition of approval requiring the rooftop units be screened on all four sides, final screening will be subject to staff's approval.
- Per DGR Section 8(II)(1) the settings for new civic and institutional building shall be appropriate for the architectural styles in which they are built. In general, more ornate buildings of large scale require a large, formal setting with a suitably large approach drive or lawn. The top of the steeple is approximately 79 +/- feet tall from grade and the building is setback approximately 110 feet from Dublin-Granville Road. Overall the building appears to be an appropriate scale and massing based on its relation to Dublin-Granville Road.
- Per DGR Section 8(III)(3) traditional practice states that 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. Entrances

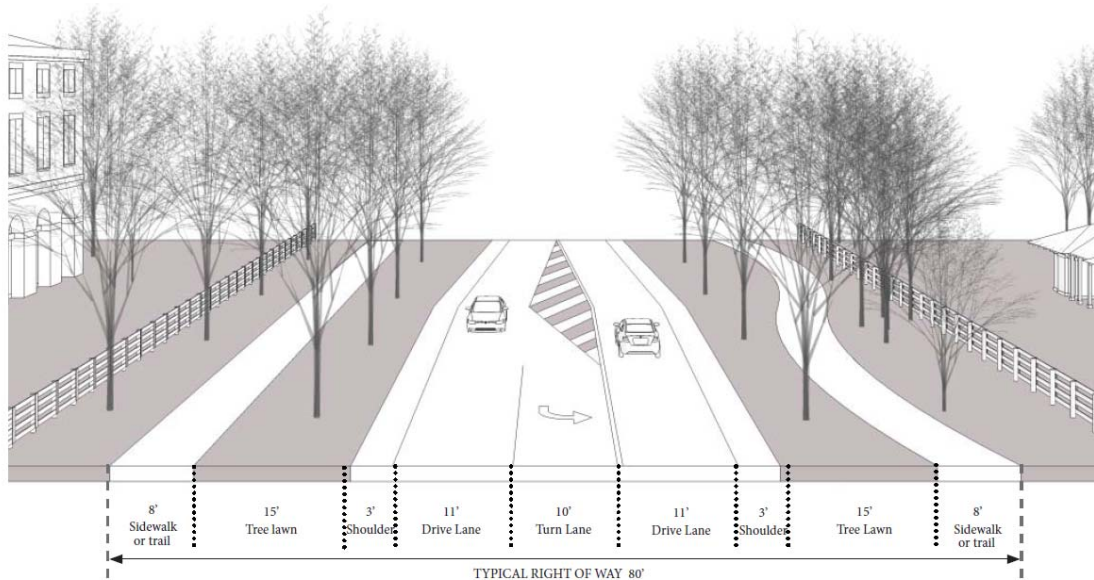
shall be scaled and detailed to match the scale and detail of interior public spaces. As proposed an entrance and windows will be located on the main façade that fronts onto Dublin-Granville Road. The brick detailing and stone water table adds to the distinctive character of the church, making it easy to locate.

- This building has four sided architecture and uses brick, hardieplank, and cast stone as design materials. The brick is located on the main façade facing Dublin-Granville road. Also used on the main façade is the use of cast stone. The cast stone is used to create the appearance of an exposed foundation to help break-up the large massing and to add to the historic, rural characteristic of the area. Hardieplank material is used on the connector piece between the existing church and proposed expansion. Hardieplank is also the exterior material used on the community room.

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.*

| | <i>Min.</i> | <i>Max.</i> |
|---------------------------------|-------------|-------------|
| <i>Corner Radius:</i> | - | 30' |
| <i>Tree Spacing:</i> | 25' | 30' |
| <i>Tree Lawn:</i> | 8' | 15' |
| <i>Sidewalk or Trail Width:</i> | 6' | 8' |
| <i>Shoulder Width:</i> | 2' | 3' |
| <i>Drive Lane Width:</i> | 11' | 12' |
| <i>Turn Lane Width:</i> | 10' | 11' |
| <i>Total R.O.W.:</i> | 68' | 89' |

- Streetscape
 - a. The Urban Center Code’s Street Standards Plan requires road improvements to existing streets must meet the typology’s design features and standards. This site is located on “Village Road” street typology. The following standards apply:



The applicant proposes to provide 8 foot leisure trail, street trees, then a horse fence between the parking lot and Dublin-Granville Rd. The applicant is extending the same streetscape section done by the JCC in order to keep a consistent streetscape treatment which moves the street trees behind the horse fence so they are not located under utility lines.

- a. The site plan includes an 18 foot wide tree lawn, 8 foot wide leisure trail, and green space that varies between 12 and 17 feet wide (due to the shape of the lot) where the street trees and parking lot screening are located.
 - b. Staff recommends a condition of approval requiring the horse fence is relocated so it aligns with the JCC horse fence location.
- Landscape
 - a. Per Urban Center Code Section 2.143.1 states that all street, side, and side 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 coverage trees and evergreen hedges and between the parking lot and Dublin-Granville road. The evergreen hedges screen the proposed parking lot on Third Street as well.
 - c. 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 shrubs to cover +/- 3,991 square feet for the 35,917 square feet +/- of parking lot, which is 11.1% landscaping area.
 - d. Codified Ordinance 11761.06(a)(3) requires one canopy tree should be installed for every 10 parking spaces. The applicant is providing 87 parking spaces therefore requiring 9 trees. The applicant meets code requirements by proposing 9 trees.
 - e. 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 47,633 sq. ft. which results in the requirements of having to provide 10 trees and a tree planting totaling 17.5 inches. The applicant is providing

10 trees and a tree planting totaling 20", along the parking lot frontage on Dublin-Granville Road thereby meeting code requirements.

- f. 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.
- Confirm street trees are in mown turf, not mulch beds.
 - Remove *Carpinus betulus* from proposed street tree plant schedule. Proposed street trees should be large, deciduous shade trees and comply with City of New Albany's acceptable street tree list. Revise and resubmit.
 - Remove proposed decorative planting bed from the Dublin-Granville Road entrance and replace with maintained turf. Character to match adjacent property to the east. Revise and submit.
 - Four-rail horse fence should be adjacent to sidewalk, but outside of the right-of-way and connect to property to the east. Parking screening shrubs and street trees should be inside the four-rail fence. Revise and resubmit.
 - Four-rail horse fence color should adhere to the City standard. Revise
 - Four-rail horse fence should terminate at existing Church monument sign at the corner of Dublin-Granville Road and Third Street. Revise and resubmit.
- Lighting
- a. A detailed photometric plan has not been submitted. Staff recommends a condition of approval requiring the applicant provide a photometric plan there is zero or near zero foot candle intensity along all parcel boundaries.
 - b. The Architectural Review Board should confirm with the applicant which parking lot lighting fixture is proposed. Staff recommends they are downcast and closely match existing parking lot lighting fixtures.
 - c. The application does not indicate how many parking lot light fixtures are proposed. The Architectural Review Board should confirm with the applicant how many parking lot light fixtures are proposed. Staff recommends the locations of the street lights are subject to staff approval to ensure they are coordinated with the existing street lighting pattern.
- Parking and Circulation
- a. The site is currently accessed from an existing curb-cut on Third Street. The applicant proposes a new curb-cut on Dublin Granville Road and a new curb-cut on Third Street.
 - b. The parking lot on the south side of the building has oversized parking spaces and drive aisle. Staff recommends a condition of approval requiring the parking spaces be sized 9'x19' and the drive aisle is 22 feet wide to match the standards found in the city's parking code. Staff recommends this additional green space created by reducing the size of the parking lot is added to the tree lawn area along Dublin-Granville Road.
 - c. The parking lot terminates with a stub on the east side of the site. Staff is supportive of the curb-cut on Dublin Granville Road and the parking layout

since it continues the street and alley pattern of the Village Center. The city traffic engineer also supports this locations so it maximizes the distances from existing curb cuts.

- d. The site currently has 128 parking spaces. In order to create a connection between the current parking lot and proposed parking lot 5 spaces must be demolished, leaving 123 existing spaces. The applicant proposes to add an additional 81 parking spaces for a total of 204.
 - e. Per UCD section 2.140.1 parking shall be provided as needed and supported by evidence-based standards.
 - i. The applicant provided a parking justification statement which says that parking was determined using the ratio of 2.5 seats in the church per a parking space.
 - ii. The current centrum of the church has 520 seats and the new chapel will have 350 seats.
 - iii. Based on the applicant's 2.5 seats in the church per a parking space, 348 spaces would be necessary if both worship areas are simultaneously in session.
 - iv. If the church only uses the one main worship area the minimum number of necessary parking spaces is 208 ($520/2.5=208$).
 - f. For comparison, the city parking code which does not apply to this property because it is in the Urban Center Code, requires a minimum of one parking space for each three seats in main auditorium. This would result in 173 parking spaces based on 520 seats (main auditorium) and 290 parking spaces based on 870 seats (both auditoriums). Staff recommends the ARB evaluate the addition of 87 new parking spaces based on the justification provided by the applicant.
 - g. Per UCD 2.140.2 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 church is approximately 207 spaces. The applicant proposes 4 hitches.
 - h. To meet the UCC, staff recommends a condition of approval requiring four additional hitches be added to meet the bicycle parking requirements.
 - i. No on-street parking spaces are being proposed.
- Signage:
 - a. No signage has been submitted at this time. All new signs will have to receive separate approval by the Architectural Review Board in the future.
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
 - The site has an existing 27,766 square foot church. It appears that the proposed improvements will enhance the appearance of this corridor within the city by improving the site and providing an appropriately styled building to the Village Center.
 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 cast stone and a 6” HardiePlank lap siding with a matching border trim and Fypon, a high density urethane foam, for the trim. The applicant is proposing to use asphalt shingles to match the existing shingles.
 - The DGRs state materials of which new building 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. Hardiplank is commonly used in the Village Center when it accurately appears as wood and appears to be an appropriate material. However the board should review the appropriateness of the hardieplank siding and fypon, high density urethane foam trim. but staff is unaware of fypon and high density urethane foam is uncommon.

The connector portion of the church, which is made of hardieplank, connects the existing worship areas to the proposed worship areas. Since this piece of the addition is designed to help with the grade change an outdoor patio area was created. The patio sits on top of stone columns, which match the exposed stone foundation and contains regular columns above them. Within the design the applicant proposes to use a bifolding glass wall system and storefront windows to create the wall exiting onto the proposed patio. The bifolding glass wall system allows the users to fold and open the doors in several different manners than just sliding or opening like a traditional glass door.
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

| Standard | Minimum | Maximum | Proposed |
|-----------------|----------------|----------------|---|
| Lot Area | No min | No max | +/- 4.246 acres |
| Lot Width | No min | No max | +/- 410 feet on Dublin Granville Road and +/- 557 feet on Third Street [Meets requirement] |
| Lot Coverage | No min | No max | 69% |
| Street Yard | 30 feet | No max | +/- 110 feet along Dublin Granville Road [Meets requirement] +/- 123 feet along Third Street [Meets requirement] |

| | | | |
|----------------|---------|---------|---|
| Side Yard | 20 feet | No max | +/- 85 feet (east side) [Meets requirement] |
| Rear Yard | 20 feet | No max | N/A [Meets requirement] |
| Building Width | No min | No max | +/- 70 feet along Dublin Granville and +/- 280 feet along Third Street (this measurement includes the existing building, the addition alone is +/- 150 feet). |
| Stories | 1 | 4 | 1 story at entrance on Third Street, 2 stories at entrance on Dublin Granville Road due to a grade change [Meets requirement] |
| Height | No min | 55 feet | 50 +/- feet to top of roof (meets code; the steeple is +/- 28 feet and is not included in the height measurement according to C.O. 1165.05.) |

- C.O. 1165.05 states, “Height regulations specified in the various zoning districts shall not apply to chimneys, tanks, cupolas, domes, spires, or other similar structures attached provided that the height of all structures and building, including those mentioned above, shall not constitute hazard to safe landing and take-off of aircraft from an established airport.” Steeples are considered to be another similar structure to the list above.
- 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 or rear yard and are fully screened.
- The new church addition and parking lot expansion are located on two separate parcels. Staff recommends a condition of approval to require a lot combination be filed with the city to create one large lot.

IV. 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 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. Due to a large drop in elevation on the site from Main Street to Dublin-Granville Road the new chapel is two stories to meet the existing finished floor. The expansion is primarily brick which meets the requirements of the DGRs and uses hardieplank which has also been successfully utilized in many other structures throughout Village Center. Although the applicant is proposing to utilize materials that are on the existing structure, staff recommends the ARB evaluate the appropriateness of the fypon high-

density urethane foam trim to ensure it properly mimics historical materials such as wood.

The church today is designed with its “back” turned to Dublin-Granville Road. However, this new building expansion will front on Dublin-Granville Road and is at the entrance to the city’s Village Center along this corridor. Staff feels that the applicant has successfully design the church to including a prominent doorway and windows to create a new entrance on Dublin-Granville Road. The applicant has also included design features, such as two lower wings and a stone water table base on Dublin-Granville Road, to break-up the massing of the large new addition.

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.

V. ACTION

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

1. Roof top HVAC units must be screened on all four sides. Final screening is subject to staff’s approval.
2. Final window design is subject to staff approval.
3. The leisure trail should align with the existing leisure trail at the JCC, then 2 feet behind that the horse fence should be installed, and then have an additional 10 feet buffer from the back of the fence to locate street trees and landscaping headlight screening.
4. A photometric plan must be submitted to the city staff, plan approval is subject to staff.
5. Parking lot lighting fixtures match existing parking lot lighting fixtures.
6. The parking lot light intensity should have a zero foot candle at all parcel boundaries.
7. 4 additional bicycle hitches should be added to accommodate the bicycle integration plan found in the Urban Center Code.
8. 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.
9. The city landscape architect’s comments are addressed, subject to staff approval.
10. A lot combination application must be filed with the city to combine the two parcels which the expansion and addition are located.

APPROXIMATE SITE LOCATION:



Source: Franklin County Auditor



**Architectural Review Board Staff Report
November 13, 2017 Meeting**

**CERTIFICATE OF APPROPRIATENESS
CATCHWEIGHT – SIGNAGE**

LOCATION: 14 S. High Street
APPLICANT: Jason Ohlson
REQUEST: Certificate of Appropriateness for New Signage
ZONING: Urban Center District- Historic Core
APPLICATION: ARB-70-17
STRATEGIC PLAN: Village Center Mixed Use

Review based on: Application materials received October 3, 2017

Staff report prepared by Jackie Russell, Community Development Clerk.

VI. REQUEST AND BACKGROUND

The applicant is requesting approval of a certificate of appropriateness for a single post ground sign for Catchweight located at 14 S. High Street. 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

The property is zoned Urban Center District, Historic Center Sub-district, and contains a two-story commercial structure currently occupied by the applicant, Catchweight, Inc. Catchweight will be occupying the first floor, and the second floor will be vacant. The site is located within the Village Center on the east side of High Street, south of Main Street and north of Granville Street. The sign post is existing from a former tenant, Custer Capital.

VIII. EVALUATION

2. 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 City of New Albany until a Certificate of Appropriateness has been properly applied for and issued by staff or the Board. Per Section **1157.09 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.*

- The proposed sign will provide signage for Catchweight.
 - This is a new double-sided single post ground sign which is a horizontally-oriented. It is a 1/8” thick aluminum panel and will be attached to the arm by the top of the panel.
 - The proposed single post ground sign is compliant with the criteria outlined within New Albany C.O. 1169.12:
 - a. Size: 3’ x 2’ [meets code].
 - b. Area: 6 square feet [meets code].
 - c. Location: to be installed on an existing 7’ sign post [meets code].
 - d. Lighting: no lighting [meets code].
 - e. Relief: 1/8” aluminum panel [meets code].
 - f. Colors: orange with white lettering and decal (total of 2) [meets code].
 - g. Material: Aluminum [meets code].
 - The sign reads “Catchweight” in white letters with the company logo also in white.
 - The existing sign post is 7 feet tall [meets code] and is made of black 1/8” thick steel square tube (4” x 4”).
 -
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 single post ground sign is appropriate for the site considering the pedestrian-oriented scale of the surrounding environment.
 3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
 - This sign is positioned in front of the building and does not block any architectural features and does not encroach into the right-of-way.
 4. *All buildings, structures and sites shall be recognized as products of their own time.*
 - The single post ground sign is an appropriate sign type for this structure and location. The sign code encourages the use of signs like these for this area of the Village Center to provide village-scale signage appropriate to the historical fabric of the area.
 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 the certificate of appropriateness provided that the ARB finds the proposal meets sufficient basis for approval. The proposed use of the single post ground sign is consistent with the architectural character of the existing site and the overall Village Center. The sign's design meets code requirements such as size, color amounts, and material.

IX. 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-70-2017:

Move to approve Certificate of Appropriateness for application ARB-70-2017 for a new single-post ground sign for Catchweight.

APPROXIMATE SITE LOCATION:



Source: Franklin County Auditor



**Architectural Review Board Staff Report
November 13, 2017 Meeting**

**CERTIFICATE OF APPROPRIATENESS AND WAIVER
SEKULOVSKI GROUP – SIGNAGE**

LOCATION: 118 E. Main Street – New Albany Exchange
APPLICANT: Sign-A-Rama Gahanna
REQUEST: Certificate of Appropriateness and Waiver for new signage
ZONING: I-PUD (Infill Planned Unit Development) New Albany Exchange
within the Village Center
STRATEGIC PLAN: Village Center Mixed Use
APPLICATION: ARB-71-17

Review based on: Application materials received October 11 and November 2, 2017.

Staff report prepared by Jackie Russell, Community Development Clerk.

X. REQUEST AND BACKGROUND

The applicant is requesting a certificate of appropriateness and approval of a waiver from The New Albany Exchange Zoning Text Section 4c.06(7)(f) for a new sign to allow five colors for a wall sign for Sekulovski Group located at 118 E. Main Street. The sign says “Sekulovski Group” with a logo, and is located on the front of the building, directly above the entrance.

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.

XI. SITE DESCRIPTION & USE

The property is zoned I-PUD (Infill Planned Unit Development) under the New Albany Exchange Zoning Text. The site contains the mixed-use New Albany Exchange Development which is located within the Village Center district on the west side of E. Main Street. Other tenants within The New Albany Exchange include RJR Consulting, PSee Solutions, Timeless Skin Solutions, and Ohio Family & Sports Chiropractic. Overall, the development contains 14 two story units.

XII. 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.*
 - The proposed sign will provide signage for Sekulovski Group.
 - This sign is a horizontally-oriented rectangular wall sign made of one (1) inch thick PVC. It will be fastened storefront with panel and deck screws. The text and logo will be ½” thick and made from acrylic.
 - The sign is approximately 20 square feet in area (152” x 19”). Its lettering says “Sekulovski Group.” The logo is to the left of title. The zoning text Section 4c.06(4)(a) indicates the area of a wall sign to one square foot of sign face per a lineal foot of office frontage, but cannot exceed eighty feet.
 - NA Exchange’s zoning text Section 4c.06 allows one primary wall mounted sign per tenant. C.O. Section 1169.16(d) of the sign code requires a minimum sign relief of 1 inch. External illumination is allowed. The applicant is proposing a wall sign with the following dimensions:
 - a. **Wall mounted sign** to storefront Size: 152” x 19” [meets code].
 - b. Area: 20.05 square feet [meets code].
 - c. Location: Above storefront entrance [meets code].
 - d. The proposed signage will be illuminated by preexisting gooseneck external lighting [meets code].
 - e. Relief: 1.5” inch sign board plus letter and logo thickness [meets code]
 - f. Colors: taupe, green, gold, brown, and black [does not meet code. See waiver section below.]
 - g. Lettering Height: 12.5 inches [meets code]
 - The New Albany Exchange Zoning Text Section 4c.06(3)(a) states that all wall mounted signage shall have a common background color. Taupe and blue has been approved as a background color for other signs at this site. The proposed sign will use taupe as the background color.
 - The New Albany Exchange Signage Recommendation Package suggests a standardized 1.5” black frame with sign applied to the face of the frame, sign heights and ratios maintained across all store fronts in addition to what the zoning text and sign code requires. The applicant does not indicate the size of the black border. The Architectural Review Board should verify with the applicant the size of the frame. Staff recommends the frame be 1.5” to match other existing signs in the Exchange.
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 wall sign is the most appropriate sign-type for this tenant space.
10. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*

- This sign is positioned in a suitable location as this building was envisioned to accommodate wall signs. The proposed sign fits completely within the defined area and does 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 sign appears to be appropriately scaled for the proposed building and appears to match the style of the building and other signs in the area.
 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

B. Waiver Request

The ARB's review is pursuant to C.O. Section **1113.11 Action by the Architectural Review Board for Waivers**, within thirty (30) days after the public meeting, 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:

1. *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;*
2. *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;*
3. *Be necessary for reasons of fairness due to unusual site specific constraints; and*
4. *Not detrimentally affect the public health, safety or general welfare.*

The applicant is requesting a waiver to the following code requirements:

- A. The New Albany Exchange Zoning Text Section 4c.06(7)(f) states signage shall be limited to a maximum of three colors. This waiver request is to permit a wall sign with a total of four colors.**

The following should be considered in the board's decision:

1. The applicant has stated that they desire to receive the waiver to be able to use their complete logo.
2. It does not appear that the proposed sign color waiver would detrimentally affect the public health, safety or general welfare.
3. It appears that the proposed sign meets the intent and standards of the goals of the New Albany Exchange zoning code since it meeting the sign plan recommendations of having a consistent background color as other signs. The applicant is proposing the sign with brown lettering, taupe background, a black border, and a green and gold logo. The extra colors are contained in the logo make up a very small portion of the sign.
4. It appears that the proposed design provides an appropriate design or pattern of development considering the context in which the development is proposed and the purpose of the particular standard and is necessary for reasons of fairness. The Architectural Review Board has approved waivers to allow for four (4) colors for other signage at the New Albany Exchange previously so the number of colors is consistent with other signage on the site.
5. The city of New Albany sign code permits a maximum of four colors.
6. Although the zoning text states the maximum number of colors which are usable is three, the design is appropriate and meets the intent of the zoning text by keeping a relative simple and tasteful sign.

XIII. RECOMMENDATION

Staff recommends approval of the certificate of appropriateness application, provided that the ARB finds the proposal meets sufficient basis for approval. The sign meets the majority of the standards in the New Albany Exchange Signage Recommendation Package. Even with the waiver request, the sign appears to be consistent with other signs existing on the site and appropriate for the location.

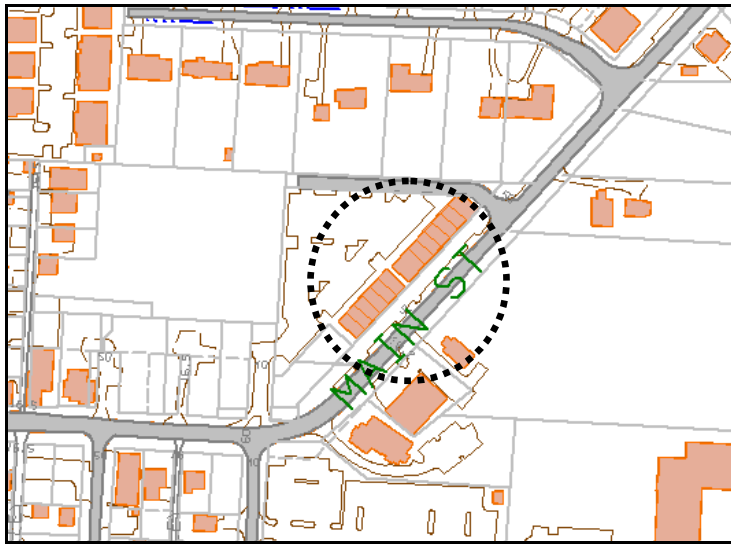
XIV. ACTION

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-71-17:

Move to approve Certificate of Appropriateness and waiver for application ARB-71-17 to The New Albany Exchange Zoning Text Section with the following conditions, subject to staff approval:

1. The black border is 1.5” thick, subject to staff approval.



Source: Franklin County Auditor



**Architectural Review Board Staff Report
November 13, 2017 Meeting**

**CERTIFICATE OF APPROPRIATENESS
FIRST AND MAIN – CANOPY SIGNAGE**

LOCATION: 245 East Main Street (PID: 222-000088)
APPLICANT: Ray Meyer Sign
REQUEST: Certificate of Appropriateness for signage
ZONING: C-PUD: NACO 1998 PUD Subarea 4C: Village Commercial,
NACO 1998 PUD Subarea 3D: Ganton, and UCD Urban Center
District Village Core subareas)
STRATEGIC PLAN Village Center
APPLICATION: ARB-76-2017

Review based on: Application materials received October 20, 2017.

Staff report prepared by Jackie Russell, Community Development Clerk.

XV. REQUEST AND BACKGROUND

The applicant requests a certificate of appropriateness for one canopy sign for the First & Main phase 1 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.

XVI. SITE DESCRIPTION & USE

Plans for the site include the development and operation of an assisted living, memory care, congregate care, and independent living uses serving senior citizens and other individuals in need of assistance with the activities of daily living. The site is zoned Urban Center Code (UCC) and Comprehensive Planned Unit Development (C-PUD). The C-PUD portion of the site is located within the Urban Center Overlay District. The building is located within the Village Core sub-district.

There is currently one building constructed on the site. Signage was previously approved by the ARB on December 12th, 2016. The signage proposed today was previously approved at the December 12th meeting to be located below the First & Main wall signage located on the rear elevation facing the parking lot. The applicant is proposing to move the “Assisted Living | Memory Care” portion of the signage to the canopy.

XVII. 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 City 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:

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

- The proposed signage was previously approved at the December 12th meeting to be located below the First & Main wall signage located on the rear elevation facing the parking lot. The applicant proposes to move the “Assisted Living | Memory Care” portion of the previously approved signage to the canopy.
- The city sign code section 1169.16(c) (Village Core sub-district) allows one canopy sign per entrance canopy face; it can cover 75% of the canopy face; minimum 8' clearance from sidewalk; maximum lettering height 18". External, internal, halo, and neon lighting is permitted.
 - I. The sign is to read “Assisted Living | Memory Care”
 - a. Size: 165.67” x 8.96” [Meets code].
 - b. Area: The area of the lettering is 10.32 ft² . The sign code states that the area of the sign cannot exceed 75% of the canopy face. Currently, the sign is taking up 11% of the canopy face [Meets code].
 - c. Location: fastened flush to the canopy elevation facing Miller Avenue [meets code].
 - d. Lettering Height: 8.96 [Meets code].
 - e. No lighting [meets code].
 - f. Relief: 0.25 inch relief with routed edges. [Meets code, canopy signs do not have a require relief size].
 - g. Colors: black [Meets code].
 - The letters will be made out of aluminum.
 - The sign is located on the side elevation facing Miller Avenue. The sign is located on the canopy above the main entrance to the premises. Staff recommends a condition of approval requiring that the “Assisted Living | Memory Care” portion of the previously approved signage is not permitted on the wall and is only allowed on the canopy.
 - C.O. 1169.14(a) states that each building or structure in the Village Core sub-district shall be allowed three (3) sign types. Currently the site uses a wall sign and blade sign. The approval of this sign would be the third sign type for the business.

16. 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 canopy sign appears to be an appropriate type and designs for site and building. The sign type appropriately fits the user’s needs and site conditions.
17. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
- The sign appears to be positioned in a suitable location on the canopy face. The proposed canopy sign does not block any architectural features.
18. *All buildings, structures and sites shall be recognized as products of their own time.*
- The building is a product of its own time and utilizes signs appropriate to its scale and style, while considering its surroundings.
19. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
- Not Applicable
20. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
- Not Applicable
21. *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

XVIII. RECOMMENDATION

Staff recommends approval of the certificate of appropriateness application for the canopy signage provided that the ARB finds the proposal meets sufficient basis for approval. The applicant’s proposal appears to be appropriately designed and located on the building. The sign is consistent with the existing wall signs and other architectural canopy signs in the Village Center and appear to be appropriately located on the building.

XIX. ACTION

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

Move to approve Certificate of Appropriateness for application ARB-76-2017.

- The “Assisted Living | Memory Care” portion of the previously approved signage is not permitted on the wall and is only allowed on the canopy.

APPROXIMATE SITE LOCATION:



Source: City Staff



**Architectural Review Board Staff Report
November 13, 2017 Meeting**

**CERTIFICATE OF APPROPRIATENESS
AMY LEVINE & ASSOCIATES – SIGNAGE**

LOCATION: 3 S. High Street
APPLICANT: Sign Vision Co.
REQUEST: Certificate of Appropriateness for new signage
ZONING: Urban Center District within Village Center – Historic Center
Sub-district
APPLICATION: ARB-77-17
STRATEGIC PLAN: Village Center Mixed Use

Review based on: Application materials received October 13 and 23 2017

Staff report prepared by Jackie Russell, Community Development Clerk.

XX. REQUEST AND BACKGROUND

The applicant requests approval of a certificate of appropriateness for three new signs for Amy Levine & Associates located at 3 S. High Street. This building formerly housed Sandy Diggs with State Farm. The site is zoned Urban Center and is within the Historic Core Sub-district.

The wall sign is mounted on the east exterior wall which is facing High Street. The projecting sign is mounted at an angle to be visible on Main Street and High Street. The third sign on the property is a single post ground sign located south of the building. 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.

XXI. SITE DESCRIPTION & USE

The property is zoned Urban Center District, Historic Center Sub-district. The site is located at the southwest corner of High Street and Main Street. The structure is occupied by Amy Levine & Associates. There is currently temporary signage and a former roof sign mounting at the site.

XXII. EVALUATION

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 City 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:

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

▪ **Sign 1: Wall Sign**

- a. Size: 2' x 8' [meets code].
- b. Area: 16 square feet [meets code].
- c. Location: fastened flush to the storefront face above the primary entrance facing High St. [meets code].
- d. Lighting: no lighting [meets code].
- e. Relief: 1 inches [meets code].
- f. Colors: burgundy, white, and gold metallic (total of 3) [meets code].
- g. Lettering Height: 14 inches [meets code]
- h. Material: aluminum with vinyl lettering.

- The sign will read, "Amy M. Levine & Associates Attorneys at Law, LLC. 614-224-5291 www.ohiowvlaw.com."
- There is an existing rooftop sign. Staff recommends a condition of approval requiring the existing roof sign equipment and temporary signage is be removed prior to the installation of the new wall sign.
- It appears the sign is larger than the entryway and occupies the entire space between the top of the entryway and eave line. C.O. Section 1169.12(a)(1) states that signs must integrate with the building/site in scale, design, and intensity, and gives an example that large signs are best suited for buildings with larger massing.
- Staff has measured the entry way as seven feet and the space between the top of the entryway and eave line as 26". As proposed, the sign appears to be inappropriately over-scaled in relation to the general small size of the building and entryway of the doorway. Given the information submitted it appears that the sign may be over-scaled and as such, may look awkward and uncoordinated with the building. Staff recommends that the sign be reduced in width to be seven feet wide (the same as the entryway). The height of the sign should be proportionally scaled down in relation to the width so there is more of the building façade exposed.

• **Sign 2: Blade Sign**

- a. Size: 32" x 25" [meets code].
 - b. Area: 5.5 square feet per a side [meets code].
 - c. Location: fastened at the front right corner of the building [meets code].
 - d. Lighting: no lighting [meets code].
 - e. Relief: 2 inches [meets code].
 - f. Colors: burgundy, white, and gold metallic (total of 3) [meets code].
 - g. Lettering Height: 20.25 inches [no code requirement]
 - h. Material: aluminum with vinyl lettering.
- The sign is oriented vertically [meets code].
 - The sign clearance is 8' from the sidewalk [meets code].

- The new blade sign is double sided and will read, “Amy. M Levine & Associates Attorneys at Lax, LLC 614-224-5291 www.ohiowvlaw.com”
 - This sign is located at the front right corner of the entrance of the building, mounted to the corner. The sign is proposed to be hung with a 3” x 3” angle wall support bracket. The sign projects 25” [sign’s projection meets code].
 - The sign is located on the building so it angled towards the intersection resulting in it being visible from both High Street and Main Street.
- **Sign 3: Single Post Sign**
 - a. Size: 32” x 25” [meets code].
 - b. Area: 5.5 square feet per a side [meets code].
 - c. Location: to the left of the building, located behind the sidewalk. The signpost, arm, and sign face are located out of the right-of-way [meets code].
 - d. Lighting: no lighting [meets code].
 - e. Relief: no relief indicated [no code requirement].
 - f. Colors: burgundy, white, and gold metallic (total of 3) [meets code].
 - g. Lettering Height: 20.25 inches [no code requirement]
 - h. Material: aluminum with vinyl lettering.
 - The new post sign is double-sided. Staff recommends the existing double post sign is removed from the site prior to installation of the new sign.
 - The new sign post is proposed as a 2” x 2” aluminum post painted burgundy. The Architectural Review Board should also evaluate the appropriateness of the burgundy sign post as it does not appropriately match the style of the building and characteristic of the Historic Core.
 - Staff recommends the post be black in order to match with existing posts signs in the area.
 - The total height of the sign is 7’ [meets code].
 - The sign is located to the south of the building, completely behind the sidewalk outside of the right-of-way.
- The proposed three signs are permitted by code because according to code all buildings in the Historic Core can have up to three sign types.

23. *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.*

- Blade signs, wall signs, and single post ground signs are permitted types within the Historic Core, and are appropriate for this tenant space.

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

- All three signs are positioned in suitable locations and do not block any architectural features.

25. *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. However, the wall sign may not be appropriately scaled, (too large) due to the relative small size of the building, and entryway. The sign code establishes a range of sizes so signs may be appropriately scaled for the building on which they are attached. Although the applicant is not proposing to utilize the largest wall sign area (30 square feet) allowed by code, the proposed sign size does not fit the character of building.
- By reducing the width and height of the wall sign, it appears it will be more aesthetically appropriate to be more consistent with other retail storefronts in the Village Center.
- The Architectural Review Board should also evaluate the appropriateness of the burgundy sign post as it does not appropriately match the style of the building and characteristic of the Historic Core.

26. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*

- Not Applicable

27. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*

- Not Applicable

28. *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 either sign will affect the original structure.

IV. RECOMMENDATION

Staff recommends approval of this certificate of appropriateness provided that the ARB finds the proposal meets sufficient basis for approval. The proposed wall sign, blade sign and single post ground sign are generally consistent with the architectural character of the existing site and the overall Village Center. However, staff recommends the wall sign is reduced in size to be appropriately scaled with the size of the building.

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-77-17:

Move to approve Certificate of Appropriateness application ARB-77-17 with the following conditions, subject to staff approval:

1. The existing roof sign and mounting equipment, and dual post sign, as well as temporary signage must be removed prior to the installation of the new signage.

2. The wall sign is proportionally reduced in size so it shows portions of the building façade between the entryway and eave line, and is no wider than 7 feet, subject to staff approval.
3. The ground post sign is modified to have a black post.



Source: Franklin County Auditor



**Architectural Review Board Staff Report
November 13, 2017 Meeting**

**CERTIFICATE OF APPROPRIATENESS
HAYLEY GALLERY & TEMPLE OF JUICE – SIGNAGE**

LOCATION: 260 Market Street, Suite B
APPLICANT: Prosign Studio c/o Sean Alley
REQUEST: Certificate of Appropriateness
ZONING: C-PUD (Comprehensive Planned Unit Development) 1998
NACO C-PUD: Subarea 4a Northwest Market Street
STRATEGIC PLAN: Village Center
APPLICATION: ARB-78-2017

Review based on: Application materials received October 13 and 23, 2017.

Staff report prepared by Jackie Russell, Community Development Clerk.

XXIII. REQUEST AND BACKGROUND

The applicant requests a certificate of appropriateness to allow two wall board signs and one hanging sign to be installed at the Market Street Retail building for Hayley Gallery & Temple of Juice. These signs will replace the signage from Butchershop Fitness and Samba Fresh. The current signage was approved at the June 8, 2015 meeting.

This application must be heard by the Architectural Review Board as the changes being made to the current signs do not qualify as a reface. C.O. 1169.02(a)(19) states that a face change means a change in colors, copy, graphics, or visual image that does not require the installation of a new or modified sign board. According to C.O. 1169.02(a)(46) a sign board is the area of a sign to which the lettering and graphics are applied. The proposed signs have a new aluminum panel, which is a new sign board, therefore requiring the application to be heard by the ARB.

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.

XXIV. 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 Urban Center Code regulations apply to the site.

The tenant space is located adjacent to Mellow Mushroom at the new Market and Main building.

XXV. EVALUATION

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 City of New Albany until a Certificate of Appropriateness has been properly applied for and issued by staff or the Board. Per Section **1157.09 Design Appropriateness**, the modifications to the building and site should be evaluated on these criteria:

29. *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. Mellow Mushroom has dictated two signs types for the building: wall and projecting.
- Hayley Gallery & Temple of Juice proposes to keep the same sign types as the previous tenants Butchershop Fitness and Samba Fresh. Mellow Mushroom, Hudson 29 and Maple Orthodontics also use the same type of signage.
- The proposed signs will provide signage for Hayley Gallery & Temple of Juice. Each sign is evaluated individually below:

Market Street: Wall Sign

- City sign code Chapter 1169.16(d) permits a maximum area of 33 square feet based on the building's frontage and allows one wall sign per business entrance and requires a minimum sign relief of 1 inch. External illumination is allowed. The applicant proposes a wall sign with the following dimensions:
 - a. Size: 23" x 95" [meets code].
 - b. Area: 16.0 square feet [meets code].
 - c. Location: 3mm aluminum composite sign panel fastened flush to existing sign face above the storefront and the entrance along Market Street [meets code].
 - d. Lighting: downcast external lighting (existing) [meets code].
 - e. Relief: 2.5 inches plus the 3mm aluminum panel [meets code].
 - f. Colors: black and white (total of 2) [meets code].
 - g. Lettering Height: approximately 12 inches [meets code]
 - h. Material: Aluminum with lettering made of PVC [meets code].

The Architectural Review Board has sought to achieve consistency with signage in this area. The existing Butchershop fitness sign is made of HDU and the applicant proposes to cover this sign with an aluminum sign face. The aluminum sign will completely cover up the black Butchershop surface but leave the white routed border exposed. Staff is not aware of any other aluminum sign faces at Market Square. Staff recommends that the ARB evaluate the appropriateness of this material as it relates to existing signs in this area.
- The signs will read "Hayley Gallery".

- The applicant has indicated that the new sign will completely cover the back area of the existing signage but, the white routed border will remain exposed.
- The aluminum material of the new sign panel does not match the other materials used in the area, however, the applicant is using it as a thin “cover” in order to preserve the scalloped cove-cut corners which is consistent with the majority of the existing signs.
- This board matches the color scheme of Maple Orthodontics and Hudson 29 by having a dark background and white lettering.
- The sign faces Market Street.
- The sign board appears to be appropriately scaled given the storefront size at each location.

Parking Lot Elevation: Wall Sign

- City sign code Chapter 1169.16(d) permits a maximum area of 33 square feet based on the building’s frontage and allows one wall sign per business entrance and requires a minimum sign relief of 1 inch. External illumination is allowed. The applicant proposes a wall sign with the following dimensions:
 - a. Size: 23” x 143” [meets code].
 - b. Area: 24.0 square feet [meets code].
 - c. Location: fastened flush to the storefront face above an entrance facing the parking lot [meets code].
 - d. Lighting: downcast external lighting (existing) [meets code].
 - e. Relief: 2.5 inches plus 3mm aluminum panel [meets code].
 - f. Colors: black and white (total of 2) [meets code].
 - g. Lettering Height: approximately 12 inches [meets code]
 - h. Material: Aluminum with lettering made of PVC [meets code].

The Architectural Review Board has sought to achieve consistency with signage in this area. The existing Butchershop fitness sign is made of HDU and the applicant proposes to cover this sign with an aluminum sign face. The aluminum sign will completely cover up the black Butchershop surface but leave the white routed border exposed. Staff is not aware of any other aluminum sign faces at Market Square. Staff recommends that the ARB evaluate the appropriateness of this material as it relates to existing signs in this area.
- The sign will read “Hayley Gallery”
- The applicant has indicated that the new sign will completely cover the back area of the existing signage but, the white routed border will remain exposed.
- This board matches the color scheme of Maple Orthodontics and Hudson 29 by having a dark background and white lettering.
- The sign faces the parking lot.
- The sign board appears to be appropriately scaled given the doorway size at each location.

Projecting Sign:

- City sign code Chapter 1169.16(h) permits one projecting sign per business entrance with a maximum area of 6 square feet and requires a minimum sign relief of 1 inch. External illumination is allowed. The applicant is proposing a projecting sign with the following dimensions:
 - h.* Size: 26" x 31" [meets code].
 - i.* Area: 6.0 square feet [meets code].
 - j.* Location: west elevation facing Market Street to the left of the front door [meets code].
 - k.* Lighting: external, downcast lighting [meets code].
 - l.* Relief: 3.5 inches plus 3mm aluminum panel [meets code].
 - m.* Colors: black and white (total of 2) [meets code].
 - n.* Projection: 46.5 inches [meets code].
 - o.* Clearance: 9' + feet [meets code]
 - p.* Material: Aluminum with lettering made of PVC [meets code].
The Architectural Review Board has sought to achieve consistency with signage in this area. The existing Butchershop fitness sign is made of HDU and the applicant proposes to cover this sign with an aluminum sign face. The aluminum sign will completely cover up the black Butchershop surface but leave the white routed border exposed. Staff is not aware of any other aluminum sign faces at Market Square. Staff recommends that the ARB evaluate the appropriateness of this material as it relates to existing signs in this area.
- The sign is located on Market Street adjacent to the entrance of the business.
- The sign will be double sided and read "Temple of Juice" in white with a black background.
- This projecting sign is similar in size, thickness and style to the other existing signs in the Market Square area.
- The applicant has indicated that the new sign will completely cover the back area of the existing signage but, the white routed border will remain exposed.
- Projecting signs are required to be adjacent to an entrance per the City's sign code section 1169.16(h)(1). The proposed sign is located adjacent to an entrance.
- The bracket is the same style as others on the building (scroll).

30. *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 projecting and wall signs are the most appropriate sign-type for this tenant space.

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

- All the signs appear to be positioned in an appropriate and suitable location and do not block any architectural features.

32. *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.
33. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
- Not Applicable
34. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
- Not Applicable
35. *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

XXVI. RECOMMENDATION

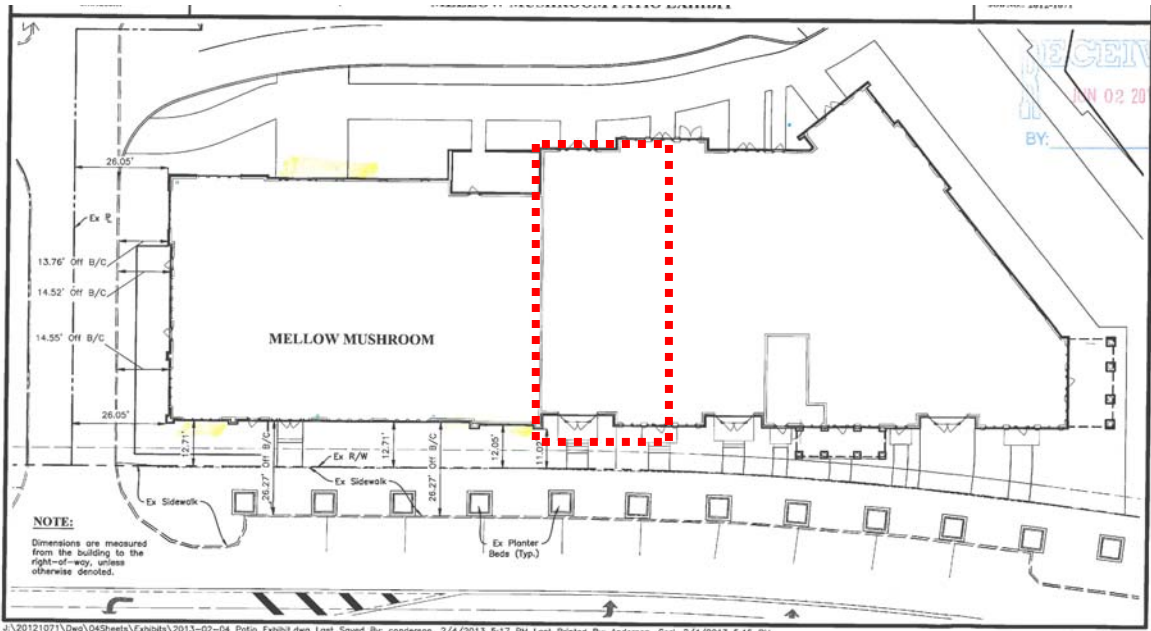
Staff recommends approval of the certificate of appropriateness application, provided that the ARB finds the proposal meets sufficient basis for approval. The signs meet all of the standards in the City Sign Code and are consistent existing signage on the building. The Architectural Review Board should review the use of the aluminum panel as it is not currently being used in this area, and will result in a sign panel that is a mixture of materials.

XXVII. 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-78-2015:

Move to approve Certificate of Appropriateness application ARB-78-2017.
(Conditions may be added)



Source: Application ARB-43-2014



**Architectural Review Board Staff Report
November 13, 2017 Meeting**

**CERTIFICATE OF APPROPRIATENESS
NEW ALBANY SERVICE DEPARTMENT GARAGE ADDITION**

LOCATION: 7800 Bevelhymer Road. (PID: 222-003478)
APPLICANT: City of New Albany
REQUEST: Certificate of Appropriateness
ZONING: Community Facilities District
STRATEGIC PLAN: Rural Residential
APPLICATION: ARB-79-2017

Review based on: Application materials received October 24, 2017.

Staff report prepared by Jackie Russell, Community Development Clerk.

XXVIII. REQUEST AND BACKGROUND

The application is for a Certificate of Appropriateness for a new 9,997 square foot addition to the service garage. The site is zoned Community Facilities District (CF). 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.

XXIX. SITE DESCRIPTION & USE

The service department site is centrally located on 11.36 acres within a larger 62+/- acre area. The proposed addition is located on 0.50 acres. The surrounding area of the site is gradually sloping up from west to east. The public works facility site generally sits at the top of this slope, as would a farm homestead.

The original building and site were developed in 2004 under the C.O. 1151 CF Community Facilities District. This original application requested a review and approval for the construction of the village of New Albany Public Works Facility to be situated on 10 acres of the approximate 62 acre site located on the north side of Walnut Street, east of Bevelhymer Road, south of Bevelhymer Park, and west of Peter Hoover Road. The rezoning for this facility was approved by Council on October 5, 2004.

XXX. 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.*
- The applicant is proposing to build an addition to the service garage.
 - Section 8(III)(1) of the Design Guidelines and Requirements (DGRs) - Civic and Institutional Buildings - requires that Civic and institutional projects must submit a development plan for review by the Architectural Review Board. The plan shall 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.
 - DGR Section 8(II)(1) requires the site design to be appropriate for the architectural style. The proposed garage expansion appears to be located in an appropriate location on the site. This proposed structure is located and connected to the east of the existing service garage.
 - 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 current structure is designed in the barn vernacular form. The addition matches the style of the building and appears to be appropriately designed.
 - DGR section III(4) requires designs follow the precedents of traditional American architectural designs, with particular care paid to the proportions of wall height to width; roof shape; and proportions of windows and doors, including vertically-proportioned windows and doors. The addition continues the design pattern, door and windows proportions, and roof shape of the current building.
 - All proposed material and architectural additions match the existing service garage. The building is proposed to use the following material and colors:
 - Exterior: Snow White metal building wall panel and light gray concrete block around the water table.
 - Roof: Galvalume Metal Roof.
 - Premanufactured cupolas and louvers on the face of the building.
 - Five new service doors, which match existing.
- 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 garage addition will be accessed by an existing asphalt drive.
 - The proposed plans have not indicated that there will be any outside mechanicals or other storage associated with the building.

- The proposed plans indicate wall pack site lights and overhead door motion sensors over the garages.
- No signage is proposed. All new signs will have to receive separate approval by the Architectural Review Board in the future.
- a. No additional landscaping is proposed.
- b. There are no proposed changes to the parking area. No additional screening per Codified Ordinance 1171.06(b) is required.
 - The existing service garage and office face Bevelhymer Road and has significant setbacks from both Bevelhymer and Walnut Roads – 500 feet and 700 feet respectively. A large buffer area surrounds the site which includes a screening combination of vegetation and a fence. The addition will benefit from the large setbacks and buffer area which surrounds the site.
- 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.*
 - This proposed addition is appropriately designed as it uses the existing material of the service garage to maintain continuity between the existing construction and proposed addition.
 - The proposed building is located and attached behind the primary structure. The proposed structure will benefit from the large setbacks and buffer areas which currently surround the site.
- 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 new garage addition is a simple design and will be white metal paneling with a gray stone water table, which matches the existing building.
 - The roof material will match the existing metal roof.
- 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.*
 - The proposed addition appears to be done in such a way that if the addition was to be removed in the future, the essential form and integrity of the original garage would be unimpaired.

Codified Ordinance Code Compliance

2. Side and Rear Yard Standards

- C.O. 1151.04(b) requires that the side yard and rear yard setbacks must be a minimum of 50 feet.
- The proposed side yard is 75', which meets the code requirements for the Community Facilities District.
- The proposed rear yard is approximately +/- 255 feet.

XXXI. RECOMMENDATION

The ARB should evaluate the overall proposal based on the requirements in the Design Guidelines and Requirements and Community Facilities District (C.O. 1151). The application should be evaluated on the design of the building, location of the building, and use of materials. Staff is supportive of the application since the proposed addition appears to match the existing garage and meets the intent of the standards and goals found within the Design Guidelines and Requirements for civic projects. Overall, it appears that the building has been designed to complement the rural architectural style found at the site already. .

Staff recommends approval of the Certificate of Appropriateness for the addition to the service garage provided that the ARB finds the proposal meets sufficient basis for approval.

XXXII. 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-79-2017.



Source: Franklin County Auditor



**Architectural Review Board Staff Report
November 13, 2017 Meeting**

**CERTIFICATE OF APPROPRIATENESS
WALLICK COMMUNITIES – SIGNAGE**

LOCATION: 160 West Main Street , Suite 200 – Market and Main II
APPLICANT: Signcom Inc.
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 Mixed Use
APPLICATION: ARB-80-2017

Review based on: Application materials received October 20, 2017.

Staff report prepared by Jackie Russell, Community Development Clerk.

XXXIII. REQUEST AND BACKGROUND

The applicant is requesting a certificate of appropriateness to allow two wall board signs 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.

XXXIV. 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 second floor of the new Market and Main II building. The tenant space is accessed through the passage and up to the second floor

XXXV. 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:

36. 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 Board and Brush was approved with a wall sign thereby establishing one of the sign types allowed on the building. The proposed wall sign type of signage is consistent with other signs.

Wall Sign Board- Sign 1 East Elevation (Main Street)

- City sign code Chapter 1169.16(h) permits a maximum area of 40 square feet based on the building's frontage (approximately 324 feet) 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:
 - i.* Size: 1'10" x 11' [meets code].
 - j.* Area: 20.17 square feet [meets code].
 - k.* Location: fastened flush on the second story above the passage entrance facing Main St. [meets code].
 - l.* Lighting: external lighting [meets code].
 - m.* Relief: 2.5 inches for signboard and letter totals [meets code].
 - n.* Colors: black with white lettering and border (total of 2) [meets code].
 - o.* Lettering Height: 8 inches [meets code]
 - p.* Material: HDU with Acrylic Letters
- The sign will read "Wallick Communities."
- The proposed sign has cove-cut edges with scalloped corners.
- This sign is located on the second story above the entrance to the passage on the Main street elevation of the building. The Architectural Review Board should evaluate the appropriateness of installing the sign on the second story. Staff recommends the sign be moved to the first story in order to encourage pedestrian traffic and involvement with the tenants at the Market and Main II Building. The Market & Main II building and overall Market Square development is pedestrian oriented. Therefore the human eye is drawn to the ground floor of the buildings and streetscapes due to the visual interest provided from the architecture, windows, and landscaping.
- The Architectural Review Board previously approved other signs to be sized 2'x 14' since it is the standard size of a wall sign in the Market Square area and 2' x 14' is appropriately scaled to the building and amount of store frontage area for that tenant space. The application for

Wallick Communities is proposing a sign sized 1' 10" x 11' for the east elevation on Main Street which is smaller than other approved signs in this area. The passage way that the sign will be installed over is approximately 11' 4" wide. Additionally the passageways have downspouts located in close proximity to the opening. Although the Architectural Review Board has established consistency for sign size, staff recommends the sign remain 11' wide so it remains inside the two downspouts. Staff recommends the sign be sized 2' x 11' to match the height of the already approved signs on this building and to allow the sign to be located in the given location between the down spouts.

Wall Sign Board – Sign 2 West Elevation (Parking Lot)

- City sign code Chapter 1169.16(h) permits a maximum area of 40 square feet based on the building's frontage (approximately 324 feet) 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:
 - q. Size: 2' 4.75" x 16' 8.75" [meets code].
 - r. Area: 40 square feet [meets code].
 - s. Location: fastened flush on the second story above the passage entrance facing the parking lot [meets code].
 - t. Lighting: external lighting [meets code].
 - u. Relief: 2.5 inches thick including the lettering [meets code].
 - v. Colors: black with white lettering and border (total of 2) [meets code].
 - w. Lettering Height: 12" inches [meets code]
 - x. Material: HDU with acrylic letters.

- The sign will read "Wallick Communities."
- The proposed sign has cove-cut edges with scalloped corners.
- This sign is located on the second story above the entrance to the passage on the parking lot elevation of the building. The Architectural Review Board should evaluate the appropriateness of installing the sign on the second story. Staff recommends the sign be moved to the first story in order to encourage pedestrian traffic and involvement with the tenants at the Market and Main II Building. The Market & Main II building and overall Market Square development is pedestrian oriented. Therefore the human eye is drawn to the ground floor of the buildings and streetscapes due to the visual interest provided from the architecture, windows, and landscaping.
- The Architectural Review Board previously approved other signs to be sized 2'x 14' since it is the standard size of a wall sign in the Market Square area and 2' x 14' is appropriately scaled to the building and amount of store frontage area for that tenant space. The Wallick Communities tenant consists of 322 feet of store frontage. The application is proposing a sign sized 2' 4.75" x 16' 8.75" for the West elevation on parking lot side, which is larger than the other approved signs in the area. The tenant has a store frontage of 324 feet. The

Architectural Review Board should evaluate the proposed size of the sign in relation to the store frontage and its relation to existing and future signs. Staff recommends the sign be sized at 2' x 14' to maintain consistency between the signage on the Market and Main II building.

37. *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.*
- Codified Ordinance 1169.12(a)(1) requires “signs are consistent with the design/style of the building on which they are located. Signs integrate with the building/site on which they are located and adjacent development in scale, design, and intensity.” The wall sign is an appropriate sign-type for this tenant, however, staff recommends the Architectural Review Board evaluate the appropriateness of the sign’s second story location.
 - Codified Ordinance 1169.12(a)(2) requires “signs do not create an appearance of competition between adjacent signs. For example, all signs on a single building have similar scale, placement and proportion as to create harmony among all sign designs.” The tenant space is located on the second floor of the building. The only public entrance to the space is via a door within the passageway that connects Main Street to the parking lot.
 - The only other second story signs existing anywhere else at the Market Square site are two projecting signs at the Market and Main I building. There are no second story wall signs at Market Square. Historically, wall signs have only been approved immediately above the doorway to the business. The wall signs’ location is not consistent or harmonious with this and surrounding buildings’ signage.
38. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
- According to C.O.1169.12(b)(1) signs shall not block portions of architectural detailing, windows, entries, or doorways. The sign’s mounting location do not appear to block any architectural detailing, windows, entries or doorways.
39. *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.
40. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
- Not Applicable
41. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
- Not Applicable

42. *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

XXXVI. RECOMMENDATION

Staff recommends approval of this certificate of appropriateness provided that the ARB finds the proposal meets sufficient basis for approval. The wall signs are appropriate sign types for this location, but staff recommends the ARB evaluate the appropriateness of locating the signs on the second story. The only other second story signs existing anywhere else at the Market Square site are two projecting signs at the Market and Main I building. There are no second story wall signs at Market Square. Historically, wall signs have only been approved immediately above the doorway to the business. The wall signs' location is not consistent or harmonious with this and surrounding buildings' signage.

The Market Street Retail building and overall Market Square development is pedestrian oriented. Therefore the human eye is drawn to the ground floor of the buildings and streetscapes due to the visual interest provided from the architecture, windows, and landscaping. It appears locating the wall signs immediately over the passageway will direction visitors to the business entrance.

XXXVII. 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-55-2017:

Move to approve Certificate of Appropriateness for application ARB-80-2017 for a new wall sign for Wallick Communities with the following conditions:

1. The signs are located on first story, immediately above the passage entrance, subject to staff approval, subject to staff approval.
2. The sign on the west elevation is sized 2' x 14' to maintain consistency with the other signs on the Market and Main II building and the sign on the east elevation should be sized 2' x 11' to allow for a first story sign to not interfere with the downspouts.



Source: Franklin County Auditors