



## Architectural Review Board

Meeting Minutes

September 10, 2018

7:00 p.m.

New Albany Architectural Review Board met in regular session in the Council Chambers at Village Hall, 99 West Main Street and was called to order by Architectural Review Board Chair Mr. Alan Hinson at 7:05 p.m.

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

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

Mr. Thomas moved, seconded by Mr. Brown to approve the meeting minutes of August 13, 2018 meeting minutes. Upon roll call vote: Mr. Hinson, yea; Mr. Thomas, yea; Mr. Brown, yea; Mr. Strahler, yea. Yea, 4; Nay, 0; Abstain, 0; Motion carried by a 4-0 vote.

Mr. Hinson asked for any changes to the agenda.

Ms. Russell responded none.

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

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

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

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

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

**Applicant: Greg Davis**

Ms. Russell presented the staff report.

Mr. Hinson asked if this meets the city vision.

Ms. Russell stated that the slide shows the city's vision.

Mr. Strahler asked if this would require the school to realign the driveway.

Mr. Mayer stated yes. The property to the south, Animals R Specials, contacted the city around the same time regarding lot improvements. Staff started talking to both property owners about the Urban Center Code and the public road. This is a conceptual design to see if a 22ft wide street with tree lawns and sidewalks on both sides to see if it could fit. The applicant site plan shows the additional engineering and half of the road on their site. The city engineer has been working on the final alignment and working with the schools and different property owners.

Mr. Hinson verified the presentation slides was showing the road further to the north.

Mr. Mayer stated the alignment shown in the plan would render this property unbuildable so the road is being moved south to the property line.

Ms. Russell continued with the staff report.

Mr. Greg Davis, All about Kids, stated that they perform the construction ourselves through the business. We are out of Cincinnati and have built three centers in Columbus. We made some additional changes after a meeting last week with city staff. I think we should have the engineer explain some of the changes since the meeting last week.

Mr. Bill Weber, Prime AE, working on the civil engineering on this site. At this time we are working off of GIS data and deed information. We have changed since the staff report was to specify the fencing along High Street. It is an 18" brick wall with 30" black aluminum fencing and continues with just the fencing around the playgrounds. The light pole colors were specified as the NA black. There was a question about drainage and dry/wet basins. We did a preliminary calculation with 48" pipes to do the sub-surface storage in the parking area. That will be determined once we complete the engineering. The GIS appears to have about 6-7' of grade change. Catch basin in the parking lot and possibly some yard drains. Landscape plan is complete but have changed the species to the staff recommendations.

Mr. Strahler asked if you will have screening along the east side of the parking lot.

Mr. Weber states yes.

Mr. Hinson stated that considering the unique setting and the constraints of the lot believe I'm not as concerned with the site layout as with the architectural detail of the building.

Mr. Tony Ponting, Architect, stated that they had a meeting last week with the city architect and has updated drawings tonight. (had presentation board to show updated elevations) Removed the double window and corrected the window to brick ratio. South elevation is main entrance and center piece jets out 8-9'. The north elevation has two porches with standing seam roofs.

Mr. Brown stated that it's an improvement but thinks it has a long way to go. Agree with the city architect, a lot of issues with ?? - brick massing, mixing of design elements (roof, windows). Still think there is a little ways to go. A little more roof element that you will see looking at the nearby buildings. You're looking at a lot of brick without a roof element, the roof element would soften the massing.

Mr. Hinson stated that the opportunity to improve. This is a big improvement. The north side is important because it is an entrance to the community. I understand the site constraints. I'm open to the waiver requests but think that it would be better to table this to work with the city architect to bring this building up to the community standards.

Mr. Ponting asked what the process to move forward is.

Mr. Brown stated that he wants to approve a final version of the building.

Mr. Hinson stated that we can work with landscaping, parking, lighting can be left to work with staff but the building is our responsibility.

Moved by Mr. Hinson, seconded by Mr. Brown to table ARB-56-2018. Upon roll call vote: Mr. Hinson, yes; Mr. Brown, yes; Mr. Thomas, yes; Mr. Strahler, yes. Yea, 4; Nay, 0; Abstain, 0; Motion carried by a 4-0 vote.

Mr. Hinson stated that we, as a board want to encourage development and I think its fantastic but we want to get it right. It's an important building on the north edge of village center and will set the tone for the ingress /egress out of the city.

Mr. Davis asked which way does this board wants us to go. We were looking at the original school. The brick fence in the front I'm not sure what to add to the roof. Should we scrap the parapet and add a roof.

Mr. Brown stated that I think that would be better with the roof but I understand that you need to check with your budget. I think the city staff would be willing to work with you. Do we need the brick with fence in the front with the landscaping?

Mr. Davis stated that we have the fence in the front because it is our access the playground so we were trying to add some nice aesthetic to the front.

Mr. Brown stated that if the landscaping is going to cover the brick then maybe you don't need brick. Take a good look at the development to the south.

Mr. Davis stated that no problem to get rid of.

**ARB-58-2018 Certificate of Appropriateness**

**Certificate of Appropriateness for new signage at 122 E. Main Street (PID: 222-004296).**

**Applicant: Stephanie Buss**

Ms. Russell presented the staff report.

Mr. Hinson stated that he didn't have any concerns with the signage as proposed.

Moved by Mr. Strahler, seconded by Mr. Thomas to approve ARB-58-2018 subject to the condition that the sign has a minimum sign relief of 1" to meet the city sign code. Upon roll call vote: Mr. Hinson, yea; Mr. Brown, yea; Mr. Thomas, yea; Mr. Strahler, yea. Yea, 4; Nay, 0; Abstain, 0; Motion carried by a 4-0 vote.

**ARB-60-2018 Certificate of Appropriateness**

**Certificate of Appropriateness for a new deck at 45 N. High Street (PID: 222-000018).**

**Applicant: Blue Horseshoe Partners, LLC.**

Ms. Russell presented the staff report.

Mr. Bill Murphy introduced himself for any questions.

Mr. Hinson stated that the deck and railing should be painted white to match the building.

Moved by Mr. Thomas, seconded by Mr. Hinson to approve ARB-60-18 subject to the following conditions:

1. The proposed deck and railing shall be white to maintain consistency with the selected architecture style.
2. The area underneath the deck is screened, subject to staff approval. Upon roll call vote: Mr. Hinson, yea; Mr. Brown, yea; Mr. Thomas, yea; Mr. Strahler, yea. Yea, 4; Nay, 0; Abstain, 0; Motion carried by a 4-0 vote.

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

The meeting adjourned at 7:54 p.m.

**Submitted by Pam Hickok**

# APPENDIX



## Architectural Review Board Staff Report September 10, 2018 Meeting

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

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

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

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

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

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

The application includes the following waiver requests:

1. A waiver to U.C.C 2.87 to allow the lot width to be 275 +/- feet where code allows a maximum lot width of 200 feet.
2. A waiver to U.C.C 2.87(a) to allow the street yard to be 32 +/- feet in an area where the maximum street yard is 20 feet along High Street.
3. A waiver to U.C.C 2.87(b) to allow the side yard along the North lot line to 42 +/- feet in an area where the maximum is 20 feet.
4. A waiver to U.C.C 2.87 to allow the building width to be 56.5%, which is less than the 80% minimum for the lot width along the High Street frontage.
5. A waiver to U.C.C 2.87 to allow the building width to be 40%, which is less than the 80% minimum for the building width along the Miller Avenue extension.
6. A waiver to U.C.C 2.89.5 to allow parking to encroach 6 +/- feet into the necessary ten feet behind the street yard of the Miller Avenue extension.

7. A waiver to C.O. 1169 to allow a wall sign to be 40 +/- square feet in an area where the approved area is 15 square feet.
8. A waiver to C.O. 1169 to allow a wall sign to contain five colors, instead of the maximum of four.
9. A waiver to C.O. 1169 to allow a wall sign to have 30" +/- in an area where lettering height must be no larger than 18" +/-.

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

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

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

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

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

## **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 3 of the Design Guidelines and Requirements (DGRs) provides the requirements for Village Center Commercial within the city. Overall, this building should follow the precedents of traditional American architectural design and be located in an appropriate setting.
  - DGR Section 3 (II)(A)(1) states, that "buildings shall follow the stylistic practice of traditional American commercial architecture as described in the introduction above and the Design Principles and the "American Architectural Precedent" section." The details and design characteristics of the traditional style selected for a new building shall be carefully studied and faithfully rendered in the new building's design. Design of new buildings in New Albany will be based on the

precedent of American architectural styles. The city architect has reviewed the application and made the following comments in relation to the proposed design. Staff recommends a condition of approval that all comments from the city architect are satisfied, subject to staff approval:

- The submitted design does not meet the requirements of our DGRs.  
There does not appear to be historical massing, form, detail, elevation design, or use of fenestration. The building is a large box that does not employ any massing strategies, window arrangements, or proportional disciplines.
- The west elevation, facing North High Street, has a skewed facade that is not symmetrical. The front elevation should have a clear massing strategy, perhaps with undulations or other motifs to aid proportion. The window sizes themselves appear to be mis-scaled, and without cornice articulation, the distance between the cornice and top of 2nd floor windows is aesthetically too great.
- The roof-top raised parapets details are not integrated into the overall building design, and seem foreign.
- The south elevation shows a minor drafting mistake on the right side, where a portion of brick was not drawn (but the intent is to have brick in that white area). This elevation should be symmetrical by adding a few feet of length to the right side of the center projection (with symmetrically positioned fake shutters). The use of the fake shutters should be evaluated since they are used on this elevation but nowhere else.
- East and north elevations do not necessarily have to be symmetrical, but there should be more of an orderly arrangement. The covered play area roof forms/columns suffer from disproportions and lack of detail.
- Overall, this building design does not meet the New Albany DGRs, the massing strategy needs work in terms of its architectural appropriateness within the Village Center. The city architect recommends the applicant use the New Albany DGRs to help determine a clear architectural style, and then apply that singular design aesthetic to the entirety of this building.
- The appropriateness of the proposed wall pack light should be evaluated and it may be more appropriate to use landscape lighting from below, but the proposed fixture may simply blend into the facade.
- Staff recommends a condition of approval requiring that any rooftop units be screened on all four sides for sight and sound, with final screening will be subject to staff's approval.
- DGR Section 3(II)(A)(8) states that buildings shall have operable and active front doors along all public and private roads. The proposed design places operable and active front doors along High Street and the future road
- Per DGR Section 3(II)(D)(1) and the Urban Center Code 2.87(d) the height cannot exceed three stories. The proposed application is two stories.
- Per DGR Section 3(II)(E)(1), "the materials of which new buildings are constructed shall be appropriate for and typical of materials traditionally used in the commercial architecture which inspired the design of the new building. In general, wood and brick are the most appropriate exterior materials in the

older areas of the Village Center District. Use of façade materials other than wood or brick must be approved by the Architectural Review Board.” The Architectural Review Board should review the appropriateness of the proposed fyp on crown moulding, aluminum coping and the fibre cement board. See the Urban Center Code Section below for more evaluation.

- Per DGR Section 3(II)(E)(1) “the materials of which new buildings are constructed shall be appropriate for and typical of materials traditionally used in the commercial architecture which inspired the design of the new building. In general, wood and brick are the most appropriate exterior materials in the older areas of the Village Center District. Use of façade materials other than wood or brick must be approved by the Architectural Review Board.” The applicant is proposing to use vinyl shutters. Historically the ARB has not approved vinyl within the Village Center. Staff recommends the ARB evaluate the appropriateness of this material and consider an alternative material.
  - The applicant did not provide information in regards to the proposed playground equipment. The ARB should confirm with the applicant what the design of the equipment will be. Staff recommends a condition of approval that final playground equipment design is subject to staff approval.
2. *The visual and functional components of the building and its site, including but not limited to landscape design and plant materials, lighting, vehicular and pedestrian circulation, and signage.*
- Streetscape:
    - a. There is existing sidewalk and street trees that were previously installed by the City of New Albany along High Street. Therefore no modifications to the streetscape along High Street are proposed.
    - b. The Urban Center’s Street Plan shows an extension of Miller Avenue to be located within this general area. City staff is coordinating with the applicant, the property owner to the south, and the New Albany Plain Local School District to install a public street that will serve as an extension of Miller Avenue. Existing Miller Avenue and the proposed extension will not connect initially, but establishing this segment will provide for a future connection and create a lot and block system in the historic Village Center.
    - c. The Miller Avenue extension is identified as a Village Avenue street type within the Urban Center Code’s Street Plan. Per U.C.C. 5.2.1 all city sponsored public improvements should also meet these standards, unless otherwise approved by the City Manager. The Urban Center Code recommends all streets have on-street parking. Based on initial layouts and design, it does not appear on-street parking can be accommodated due to the proximity of the intersection and proposed curb cuts within. The city engineer is surveying the area to determine the final location and design of the street. Staff recommends a condition of approval that the final alignment and design of the Miller Avenue streetscape is subject to staff approval.
  - Landscape:



- a. Urban Center Code Section 2.92.1 states that all street, side, and rear yards shall be landscaped with trees, shrubs, grass, ground covers, or other plant materials or a combination of these materials.
- b. The landscape plan proposes ten new trees total, and sixty-two hedges and shrubs between High Street and the proposed building, and around the front of the building between the Miller Avenue Extension. These additions meet code requirements.
- c. Codified Ordinance 1171.05(b) states for commercial, industrial, office, institutional, and multiple-family uses, all trash and garbage container systems shall be screened or enclosed by walls, fences, or natural vegetation to screen them from view. Container systems shall not be located in front yards, and shall conform to the side and rear yard pavement setbacks in the applicable zoning district. The height of such screening shall be at least six (6) feet in height. Natural vegetation shall have a maximum opaqueness of seventy-five percent (75%) at full foliage. The use of year-round vegetation, such as pines and evergreens is encouraged.
  - The dumpster enclosure meets the required setbacks, and height requirements.
  - The applicant is proposing to screen the dumpster enclosure with seven arborvitae.
- d. Codified Ordinance 1171.06(a)(2) requires a minimum of five square feet of green space (tree islands) for every one hundred square feet of parking area. The applicant has not provided the amount of landscaped area within the parking lot. Staff recommends the ARB consider a waiver for the open space of the parking lot.
  - If the applicant converts the parking space, which is not compliant with the setback requirement (see waiver section below) to a parking island, the applicant will gain 171 +/- square feet of landscape area, but would still need a waiver.
- e. Codified Ordinance 11761.06(a)(3) requires one canopy tree should be installed for every 10 parking spaces. The applicant is providing 26 parking spaces therefore requiring 3 trees. The applicant meets code requirements by proposing 4 trees.
- f. Codified Ordinance 1171.05(e)(2) requires a minimum of one tree for every 5,000 square feet of ground coverage and a total planting equal to ten (10) inches plus one-half inch in tree trunk size for every 2,000 square feet over 20,000 square feet in ground coverage. The site has a total ground coverage area of 28,245 sq. ft. which results in the requirements of having to provide 1 tree and a tree planting totaling 14". The applicant is providing 6 trees and a tree planting totaling 15," along the north lot line and along the new proposed road, which meets code requirements.
- g. The city's landscape architects comments are as follows below. Staff recommends a condition of approval requiring that the city landscape architect's comments are addressed, subject to staff approval.
  - Screen proposed parking lot from existing adjacent single family homes and public rights-of-way with evergreen shrubs per zoning code regulation.

- The applicant has not provided details of the fence. The fence is proposed to surround the entire site, including the playground areas. It appears the applicant has indicated the fence will be black or bronze, the ARB should confirm which color the applicant is intending on using. Staff recommends a condition of approval that the fence design is subject to staff approval.
  - Provided detail of front wall fence. The applicant has also proposed a brick wall for the fence to sit on along the west elevation, the ARB should confirm that this treatment of the fence is along the west elevation and will be fence only around the remaining elevations.
  - Thuja Occidentalis “Woodwardi is not an appropriate dumpster screening plant. Select a different species, consider Thuja o. ‘Nigra’ or Juniperus ch. ‘Spartan’.Lighting
- h. A detailed photometric plan has been submitted and reviewed by staff.
- Staff recommends a condition of approval requiring the applicant to revise the photometric plan so that there is zero or near zero foot candle intensity along all parcel boundaries.
- i. The applicant is providing two parking lot light fixtures.
- Staff recommends that all parking lot lights are either New Albany green, or black.
- j. No details were provided in regards to wet or dry storm water basins.
- Parking and Circulation:
    - a. The site is currently accessed from an existing curb-cut on High Street. The applicant proposes to access the site via a curb-cut off of the Miller Avenue Road extension. The applicant is providing parking spaces sized 9’x19’ and a drive aisle to be 22 feet wide to match the standards found in the city’s parking code.
    - b. Per UCD section 2.89.2 parking shall be provide a minimum of 2 parking spaces and a maximum of one off-street space per 400 square feet of space.
      - i. The maximum amount of parking spaces that can be provided is 53 parking spaces.
      - ii. The applicant is providing 27 parking spaces.
    - c. Per UCD 2.89.7 Bicycle parking is required. According to the Bicycle Integration Plan in the Urban Center Code (Section 5.30.3) 4 hitches should be provided per 100 off-street parking spaces. The total parking spaces for the daycare is 27 spaces. The applicant proposes 4 hitches, which meets the Urban Center Code requirement.
  - Signage:
    - a. The applicant has proposed to install one wall sign on the High Street elevation. Although the building is located within the Historic Core sub-district within the Urban Center, it is located in Core Residential within the sign code. The Architectural Review Board must evaluate the new sign. Wall signs are required to meet the following regulations within the Core

Residential District:

- One sign per business entrance, proposing one sign [meets code].
  - Not to exceed 15 s.f, the proposed sign is 8'x 5' which is 40 square feet, [does not meet code, see the waiver section below].
  - Maximum projection must be less than 18" [The applicant did not provide this information to staff. The ARB should verify with the applicant that the sign will not exceed 18", additionally staff recommends a condition of approval that the sign will not exceed 18" of sign projection].
  - Minimum sign relief must be at least 1" [The applicant did not provide this information to staff. ARB should verify with the applicant that the sign will have a relief of at least 1." Additionally, staff recommends a condition of approval that the sign will have a minimum of 1" sign relief].
  - Maximum lettering height is 18" [proposed sign is more than 18", does not meet code, see the waiver section below].
  - Lighting can be external, internal, or neon [the applicant is proposing the sign to not be illuminated].
  - Maximum 4 colors [does not meets code, the applicant is proposing to use five colors, see waiver section below].
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
- It appears that with the addition of the City Architect's comments, the building will be appropriately styled for the Village Center. Additionally, the proposed road is an important component of the site plan. Both the city's Strategic Plan and Urban Center Code envision a pedestrian oriented Village Center by creating walkable environments through a lot and block layout. The proposed street connection with help establish this connectivity system.
4. *All buildings, structures and sites shall be recognized as products of their own time.*
- The proposed building is new construction but the city architect has commented that there does not appear to be historical massing, form, detail, elevation design, or use of fenestration. The building is a large box that does not employ any massing strategies, window arrangements, or proportional disciplines.
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 and a fibre cement board, Fypon crown moulding, and an aluminum coping. 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. The board should review the appropriateness of the fibre cement board, fypon crown moulding and aluminum coping. The City Architect made the following comments on the proposed products:

- a. Fypon is a “pvc” product that is used extensively throughout New Albany. Especially on homes in the Country Club Community. It looks like wood when painted and appears to appropriate.
  - b. The fibre cement board does not appear to be appropriate in this application.
  - c. White aluminum coping is a flashing material that is used extensively throughout New Albany and appears appropriate.
6. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
- Not Applicable.
7. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*
- Not Applicable.

**Urban Center Code Compliance**

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

<b>Standard</b>	<b>Minimum</b>	<b>Maximum</b>	<b>Proposed</b>
Lot Area	No min	No max	+/- 1.122 acres
Lot Width	No min	200 feet	+/- 177 feet on High Street and +/- 274.51 along the new proposed road [Meets requirement]
Lot Coverage	No min	100%	55%
Street Yard	5 feet	20 feet	+/- 32 feet along High Street [ <u>Does not meet requirement, see waiver section below</u> ] +/- 10 feet along the new proposed road [Meets requirement]
Side Yard	0 feet	20 feet	+/-42 feet (north side) [Meets requirement]
Rear Yard	15 feet	No max	116 +/- [Meets requirement]
Building Width	80%	100%	40% along future road and 56.5% feet along High Street ( <u>Does not Meet Requirement, see waiver section below</u> ).
Stories	2	3	2 story [Meets requirement]
Height	No min	55 feet	26 +/- feet to top of roof (meets code; the parapet is an additional +/- 4 feet and is not included in the height measurement according to C.O. 1165.05.)

- 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. Staff recommends a condition of approval that all mechanical devices will be fully screened, for sight and sound, subject to staff approval.

## **B. Waiver Request**

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

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

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

1. A waiver to U.C.C 2.87 to allow the lot width to be 275 +/- feet where code allows a maximum lot width of 200 feet.
2. A waiver to U.C.C 2.87(a) to allow the street yard to be 32 +/- feet in an area where the maximum street yard is 20 feet along High Street.
3. A waiver to U.C.C 2.87(b) to allow the side yard along the North lot line to be 42 +/- feet where the maximum is 20 feet.
4. A waiver to U.C.C 2.87 to allow the building width to be 56.5%, which is less than the 80% minimum for the lot width along the High Street frontage.
5. A waiver to U.C.C 2.87 to allow the building width to be 40%, which is less than the 80% minimum for the building width along the Miller Avenue Extension.
6. A waiver to U.C.C 2.89.5 to allow parking to encroach 6 +/- feet into the necessary ten feet behind the street yard of the Miller Avenue extension.
7. A waiver to C.O. 1169 to allow a wall sign to be 40 square feet, in an area where the approved area is 15 square feet or less.
8. A waiver to C.O. 1169 to allow a wall sign to contain five colors, instead of the maximum of four.
9. A waiver to C.O. 1169 to allow a wall sign to have 30" +/- in an area where lettering height must be no larger than 18" +/-.

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

- A waiver is requested to U.C.C 2.87 to allow the lot width to be larger than the maximum along the street yard of the new, proposed public road Miller Avenue.
- The property has a lot width of 177 feet along High Street, which meets code requirements.
- Currently the lot only has frontage along High Street. However, once the proposed Miller Avenue extension is platted, the property will have a width of 275 +/- feet along the frontage of the proposed road, where the Urban Center Code requires the lot width to not exceed 200 feet.
- The proposed development appears to provide an appropriate design or pattern of development considering the context in which the development is proposed and the purpose of the standards set forth in the Urban Center Code. The intent of the code is to provide the desired street standards and plan to ensure that connections are made in a proper locations. Since the Urban Center Code indicates this connection within the Street Standards Plan, the waiver is warranted, and would not be needed if the City did not desire the connection.
- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City Sign Code. The Urban Center Code Streets Standards Plan calls for this road connection to be made to create a lot and block system in the Historic Village Center. The waiver is necessary to accomplish this recommendations of the Urban Center Code. Without the proposed road, the applicant would not need a waiver.
- Approving the waiver appears to be necessary for fairness and provides an appropriate design or pattern of development considering the context in which the development is proposed since this lot depth has been established by developed lots to the south.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**2. A waiver to U.C.C 2.87(a) to allow the street yard to be 32 +/- feet in an area with a maximum street yard of 20 feet along High Street.**

- A waiver is requested to U.C.C 2.87(a) to allow the street yard to be larger than the maximum along High Street.
- The property has a street yard, along High Street, of 32 feet. The Urban Center Code Section 2.87(a) requires that the street yard not exceed 20 feet.
- It appears the building location will provide an appropriate pattern of development considering the surrounding development. The Animals-R-Special building is located 85 +/- from High Street, the Shockey development is setback +/- 30 feet, and the school buildings are setback at a minimum of 258 +/- feet. The surrounding development pattern has much larger setbacks than 20 feet so this proposed structure will not feel out of place, in fact it will maintain the current character.
- The intent of the code is to ensure that all buildings within the Village Center are pedestrian orientated and activating the streets.

- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City Sign Code. The Urban Center Code recommends building to be located closer to the road to engage pedestrians. Even though the building an additional 12 +/- feet from the street, the property owner meets the intent of the Strategic Plan and Urban Center Code by providing streetscape amenities such as sidewalks to create a walkable environment
  - Approving the waiver appears to be necessary for fairness since there is a 20 foot utility easement that is preexisting, as well as a 25 foot conservation corridor from a tributary of the Rose Run. No development can occur within these zones and the Strategic Plan calls for the preservation of these tributaries. The building is built up to the conservation zone.
  - It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.
- **3. A waiver to U.C.C 2.87(b) to allow the side yard along the North property line to be 42 +/- feet where the maximum is a 20 feet.** A waiver is requested to U.C.C 2.87(b) to allow the side yard along the North lot line to 42 +/- feet where the maximum is 20 feet.
    - The proposed development has a side yard of 42 +/- feet from the North property line in an area where there is a 20 foot side yard maximum.
    - The site design appears to provide an appropriate design or pattern of development considering the context in which the development is proposed and the purposed of the particular standard. This area is a transitional area into the Village Center. The school campus has large spaces between buildings, with this building being located across the street from the school campus, more space around the site will fit into the character of this section of the Village Center.
    - The proposed site plan locates proposed playground space which will fill approximately 37 +/- feet of the side yard space. If the playground space were included in the calculation for the building width the proposed side yard would be 5 +/- feet and meet the Urban Center Code requirement.
    - The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit. The New Albany Strategic Plan and Urban Center Code recommend buildings be pedestrian oriented, and occupy up to 100% of the site. The proposed side yard is larger than the Urban Center Code requirement to provide space for proposed playground space. Additionally the 25 foot conservation area occupies a majority of the side yard, the building is built in order to successfully maintain the required area. In order to provide the outdoor playground space and remain out of the conservation area, a larger side yard setback is necessary.
    - Approving the waiver appears to be necessary for fairness since the applicant is filling majority of the open space with playground equipment, the side yard will not be empty and will appear to be meeting the code requirement.
    - It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**4. 4. A waiver to U.C.C 2.87 to allow the building width to be 56.5 %, which is less than the 80% minimum for the lot width along the High Street frontage.**

- A waiver is requested to U.C.C 2.87 to allow the building width to be less than the 80% minimum of the lot width along the High Street frontage.
- The proposed building is 100.7+/- feet in width along High Street, which is approximately 56.5% building width. The Urban Center Code 2.87 requires building width to be at least 80%.
- The site has a creek located toward the west of the property. C.O. 1171.03(d) requires 100 foot buffer along the stream's centerline with a minimum of 25 feet per each side of the centerline of the stream. The proposed design meets the code requirement, being located exactly on the edge of the street buffer zone.
- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City Sign Code. The New Albany Strategic Plan and Urban Center Code recommend buildings to occupy majority of the site. The building also contains a 20 foot wide covered play area to the north of the building.
- Approving the waiver appears to be necessary for fairness since 20 feet of the site width will be dedicated to the City as right of way for the proposed future road. Additionally, the stream buffer located on the site, removes approximately 30+/- feet of developable ground. This decreases to the buildable area of the lot width to 127+/- feet. At this ratio, with the covered play area included the building reaches a 94.5% building width.
- The building width appears to be designed appropriately considering the existing site conditions. The intent of the code is to ensure that buildings are designed to use most of the developable area within the Village Center and to match the pattern of development in the area, the nearby school campus has large setbacks which create more space between buildings and the roadway. Additionally, since there is an existing stream buffer on site, the applicant does not have much room to increase the width of their building.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**5. Waiver requested to U.C.C 2.87 to allow the building width to be 40%, which is less than the 80% minimum for the building width along the Miller Avenue extension.**

- A waiver is requested to U.C.C 2.87 to allow the building width to be 40%, which is less than the 80% minimum for the building width along the future roadway.
- The proposed building is 110.7+/- feet in width along the future road, which is approximately 40% building width. The Urban Center Code 2.87 requires building width to be at least 80% of the lot width.
- The waiver is needed primarily due to the size of the lot. Compared to other Village Center lots, this lot is must larger, and deeper than other historical Village Center lots. Many of the historic Village Center lots are separated by a public alley, which typically breaks up the size of the lot. Due to the surrounding development pattern it seems unlikely that this lot will ever be split by another public road.



- The building appears to provide an appropriate pattern of development considering the context in which the development is proposed and the purpose of the particular standard. The building has a 45+/- foot playground space between the parking lot and the building. If the playground area is included the building width is increased to 56.5%. The intent of the code is to ensure that buildings are activating the public streets. There is a twenty foot drainage easement at the front of the property which is not developable. This decreases the developable area of the lot width to be 254 feet. Including these total calculations that building reaches a 61% of the building width. Additionally, the building has an appropriate pattern of development since the building is pushed to the corner of the lot.
- Approving the waiver appears to be necessary for fairness since the applicant is accommodating the future roadway on their site, which makes the building width requirement applicable here. If the roadway did not go through the site, this requirement would not be necessary.
- The building appears to match the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the Village Center Strategic Plan, Land Use Strategic Plan and the Design Guidelines and Requirements since building and playground are creating an attractive site that promotes active, outdoor space.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

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

- A waiver is requested to U.C.C 2.89.5 to allow parking to be located less than ten feet behind the street yard of the future street, or in this instance 15' from the right of way.
- As proposed the parking lot encroaches the additional ten foot requirement from the street yard, a total of 15' x 6'.
- The proposed area which encroaches the setback requirement is mostly a non-parking area, which is used to accommodate handicap vehicles.
- Considering the context in which the development is proposed and the purpose of the particular standard, the intent of the code is to ensure that parking is not located too close to the public roadway. Since there is limited space to accommodate the road, sidewalk, and tree lawn, the waiver appear to maintain the intent of the Urban Center Code.
- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City Sign Code. The New Albany Strategic Plan and Urban Center Code require that at least half of the required parking shall be located on-site. The applicant is accommodating all of their parking on site. Additionally, the applicant would meet the requirement if the curb-cut on site was not a road. Approving the waiver appears to be necessary for fairness since the city is requiring the applicant to allow the road to be built on their property. If the curb-cut was only to the site's parking lot, the setback would only be five feet which the applicant would meet.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**7. A waiver to C.O. 1169 to allow a wall sign to be larger than the approved area.**

- A waiver is requested to C.O. 1169 to allow a wall sign to be larger than the approved area.
- As proposed the wall sign will be 40 square feet, in an area which requires signs to be 15 s.f. maximum.
- The City Sign Code and the Urban Center Code have a discrepancy in this particular location. Per the UCC, the site is located in the Historic Core, which would allow the sign to be 30 s.f. without a waiver. Within the City Sign Code, the sign is required to be only 15 s.f.
- The sign appears to provide an appropriate design because of the size of the building and considering the context in which the development is proposed and the purpose of the particular standard.
- The intent of the code is to ensure that signs are installed in a proper location in regards to the store frontage. Since the All About Kids facility is located further back from High Street, due to an existing drainage easement located on site, the increased size seems appropriate. By approving the waiver, pedestrians will be able to be directed on what the business is from the roadway easily.
- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City Sign Code. The New Albany Strategic Plan and Urban Center Code recommend buildings and their signage be pedestrian oriented. The sign's size, location and design is pedestrian orientated.
- Approving the waiver appears to be necessary for fairness since the building is larger in scale and located further away from the sidewalk, due to the existing drainage easement.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

- **8. A waiver is requested to C.O. 1169 to allow a wall sign to contain five colors, instead of the maximum of four.** A waiver is requested to C.O. 1169 to allow a wall sign to contain five colors, instead of the maximum of four.
- As proposed the projecting sign will have five colors, in an area where four colors is the maximum.
- The intent of the code is to ensure that signs are not over colored and have an appropriate design. City sign code does include white and black as colors. By approving the waiver, the applicant will be able to use their trademark logo as their signage.
- The sign appears to provide an appropriate design since the additional colors may add more visual interest to the site, while still meeting the intent of the City code.
- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City goals. Although there are more colors proposed than allowed, none of the proposed colors are jarring or overly bright. The sign colors are appropriate for the area.

- Approving the waiver appears to be necessary for fairness since trademark logos have been approved in other areas of the Village Center.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**9. A waiver to C.O. 1169 to allow a wall sign to have 30” +/- in an area where lettering height must be no larger than 18” +/-.**

- A waiver is requested to C.O. 1169 to allow a wall sign to have a lettering height to be larger than the approved lettering height.
- As proposed the wall sign will contain lettering at the maximum height of 30” in an area which lettering must be 18”.
- The City Sign Code and the Urban Center Code have a discrepancy in this particular location. Per the UCC, the site is located in the Historic Core, which would allow the sign lettering to be 24” without a waiver. Within the City Sign Code, the sign is required to be only 18”. The sign appears to provide an appropriate design or pattern of development considering the context in which the development is proposed and the purposed of the particular standard. The intent of the code is to ensure that signs are installed in accordance to the city sign code, in a proper regards to the location and store frontage. Since the All About Kids facility is located further back from High Street, due to an existing drainage easement located on site, the increased lettering height seems appropriate. By approving the waiver, pedestrians will be able to be directed on what the business is from the roadway easily.
- The waiver appears to substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the City Sign Code. The New Albany Strategic Plan and Urban Center Code recommend buildings and their signage be pedestrian oriented. The sign’s size, location and design is pedestrian orientated.
- Approving the waiver appears to be necessary for fairness since the building is larger in scale and located further away from the sidewalk, due to the existing utility easement.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**IV. RECOMMENDATION**

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

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

long term goal of the city's strategic plan and urban center code by accommodating the Miller Avenue Street extension.

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

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

The DGRs have been developed by New Albany to help ensure that the community enjoys the highest possible quality of architectural design. The DGRs contain and explain characteristics of the traditional American architectural styles that inspired the city's growth; and suggest best practices and appropriate steps to take so that new development will benefit the entire community. The use appears appropriate for the location considering the proximity to the school campus. However, overall it appears that the building does not meet the standards in the DGRs and should be redesigned to complement styles and practices of traditional American architecture to ensure it will enhance the site, surrounding area, and the city.

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

## **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):

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

1. A waiver to U.C.C 2.87 to allow the lot width to be 275 +/- feet where code allows a maximum lot width of 200 feet.
2. A waiver to U.C.C 2.87(a) to allow the street yard to be 32 +/- feet in an area where the maximum street yard is 20 feet along High Street.
3. A waiver to U.C.C 2.87(b) to allow the side yard along the North lot line to be 42 +/- feet where the maximum is 20 feet.

4. A waiver to U.C.C 2.87 to allow the building width to be 56.5%, which is less than the 80% minimum for the lot width along the High Street frontage.
5. A waiver to U.C.C 2.87 to allow the building width to be 40%, which is less than the 80% minimum for the building width along the Miller Avenue Extension.
6. A waiver to U.C.C 2.89.5 to allow parking to encroach 6 +/- feet into the necessary ten feet behind the street yard of the Miller Avenue extension.
7. A waiver to C.O. 1169 to allow a wall sign to be 40 square feet, in an area where the approved area is 15 square feet or less.
8. A waiver to C.O. 1169 to allow a wall sign to contain five colors, instead of the maximum of four.
9. A waiver to C.O. 1169 to allow a wall sign to have 30" +/- in an area where lettering height must be no larger than 18" +/-.

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

1. All comments from the city architect are satisfied, subject to staff approval
2. Final alignment and design of the streetscape along the proposed road is subject to staff approval.
3. Any rooftop units must be screened on all four sides for sight and sound, final screening will be subject to staff approval.
4. Final playground equipment design is subject to staff approval.
5. A minimum of 176 +/- square feet of landscaped area be provided within the parking lot to meet the landscaping requirement, subject to staff approval.
6. Revise the photometric plan there so that there is zero or near zero foot candle intensity along all parcel boundaries.
7. Staff recommends that all parking lot light poles are either New Albany green, or black
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. Final playground design, subject to staff approval.
11. The projection of the sign will not exceed 18".
12. The sign will have a minimum of 1" relief.

**APPROXIMATE SITE LOCATION:**



Source: Franklin County Auditor



**Architectural Review Board Staff Report  
September 10, 2018 Meeting**

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**CERTIFICATE OF APPROPRIATENESS  
SURROUND DESIGN – SIGNAGE**

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LOCATION: 122 E. Main Street – New Albany Exchange  
APPLICANT: Stephanie Buss  
REQUEST: Certificate of Appropriateness for new signage  
ZONING: I-PUD (Infill Planned Unit Development) New Albany Exchange  
within the Village Center  
STRATEGIC PLAN Village Center  
APPLICATION: ARB-58-2018

Review based on: Application materials received August 13, 2018

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*Staff report prepared by Chris Christian, Intern and Jackie Russell Development Services  
Coordinator.*

**VI. REQUEST AND BACKGROUND**

The applicant is requesting a certificate of appropriateness for one new wall sign located at 122 E. Main Street. The sign says “Surround”. The applicant proposes a pin-mounted lettering sign on the front elevation of the tenant space.

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 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. Overall, the development contains 14 two story units.

**VIII. EVALUATION**

**A. Certificate of Appropriateness**

The ARB’s review is pursuant to C.O. Section 1157.06. No environmental change shall be made to any property within the Village of New Albany until a Certificate of Appropriateness has been properly applied for and issued by staff or the Board. Per

Section **1157.07 Design Appropriateness**, the modifications to the building and site should be evaluated on these criteria:

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

- The proposed signs will provide signage for Surround Design.
- C.O. Section 1169.16(d) of the sign code requires a minimum sign relief of one inch. External illumination is allowed. The applicant proposes a wall sign with the following dimensions:

**Wall Sign:** Pin-mounted letters sign to read “SURROUND”

- a. Size: 152”x14” [meets code].
  - b. Area: 14.82 square feet [meets code]
  - c. Location: fastened to the storefront face [meets code].
  - d. The proposed signage will be illuminated by preexisting overhead external lighting [meets code].
  - e. Relief: Applicant confirmed that the sign relief would be 5 inches or less. Staff recommends a condition of approval that sign has a minimum sign relief of 1” to meet the city sign code.
  - f. Colors: black [meets code.]
- The New Albany Exchange Sign Recommendations Plan allows wall mounted and pin-mounted letters. The lettering height must fit within the same area as a framed wall sign and have consistent mounting depth.
  - This sign is 17.0 square feet in area (152” x 14”). The lettering says “SURROUND”. The zoning text Section 4c.06(1)(a) limits the size of the sign to one square foot of sign face per each lineal foot of office frontage. This tenant space is 20 feet wide. As proposed the sign meets size requirements.
  - The applicant has been in contact with staff discussion options to paint the color of her storefront. The zoning text requires it be a color chosen from a preapproved historical pallet. Per C.O. 1157.07 states changes to paint and siding color are a minor change which can be approved administratively by city staff.

2. *The visual and functional components of the building and its site, including but not limited to landscape design and plant materials, lighting, vehicular and pedestrian circulation, and signage.*

- The wall sign is the most appropriate sign-type for this tenant space.

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

- This sign is positioned in a suitable location as this building contains a defined space for a mounted sign. The proposed sign fits within the same area as a sign board would. The location does not block any architectural features.

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

- The building is a product of its own time and as such should utilize signs appropriate to its scale and style, while considering its surroundings. The proposed sign appears to be appropriately scaled for the proposed building and appears to match the style of the building.



5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
  - Not Applicable
6. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
  - Not Applicable
7. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*
  - Not Applicable

#### **IX. RECOMMENDATION**

Staff recommends approval of the certificate of appropriateness application, provided that the ARB finds the proposal meets sufficient basis for approval. The sign meet the standards in the New Albany Exchange Signage Recommendation Package and the city sign code.

#### **X. ACTION**

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

#### **Suggested Motion for ARB-58-2018:**

Move to approve Certificate of Appropriateness for application ARB-58-2015 with the condition:

1. The sign has a minimum sign relief of 1" to meet the city sign code.



Source: Franklin County Auditor



**Architectural Review Board Staff Report  
September 10, 2018 Meeting**

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**45 N. HIGH STREET – CERTIFICATE OF APPROPRIATENESS  
BUILDING MODIFICATIONS**

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LOCATION: 45 North High Street (PID: 222-000018)  
APPLICANT: Blue Horseshoe Partners, LLC.  
REQUEST: Certificate of Appropriateness  
ZONING: Urban Center District within Historic Center Sub-District  
APPLICATION: ARB-60-18  
STRATEGIC PLAN: Village Center

Review based on: Application materials received August 15, 2018.

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

**XI. REQUEST AND BACKGROUND**

This certificate of appropriateness application is for an exterior modification to add deck to the rear of the existing building located at 45 North High Street. The property was previously heard by the ARB on October 8, 2012. The ARB approved the following changes:

- Replaced the shingle roofing on the principle structure;
- Replaced all the siding and trim with Hardie board;
- Replaced existing windows;
- Replace the front, back, and garage doors;
- Add a second story exterior door;
- Add shutters to the sides of the building;
- Add dormers;
- Add small overhang over the front and garage doors with standing seam metal roofing;

**The property was most recently heard by the ARB on July 9, 2018. The ARB approved the following changes:**

- Add an exterior deck on the side of the building
- Add new railing around the second story walk-out
- Add new window
- Add new French door on side elevation
- Add new storefront entrance
- Add new single post sign
- Add a new wall sign

**After design progressed, the applicant has decided to move the approved side deck to the rear of the building. The applicant is proposing to only install the railing around the top portion of the building and use the signage from the past approval.**

Per Section 1157.07 alterations which change, modify, reconstruct, remove, or demolish any exterior features of an existing structure that are not considered to be minor modifications are categorized as major environmental changes. Per Section 1157.0 (b)(1) any major environmental change, to property located within the Village Center Area, requires a certificate of appropriateness from the Architectural Review Board if the property is within the Village Center. This application is being reviewed by the ARB under the major environmental changes code provision.

Per the Urban Center Code Section II(2.1.5) any existing building which is non-conforming due to the fact it is not a permitted building typology may be enlarged, extended, reconstructed, or structurally altered if such modifications meet the requirements of the New Albany Design Guidelines and Requirements and all other development standards.

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

The property is zoned Urban Center District within the Historic Center sub-district (UC-HC). 45 North High Street is located on the west side of High Street and is the last building, heading north, before the school campus begins. According to the Franklin County Auditor the building was originally constructed in 1920. The applicant is proposing interior and exterior modifications to the building in preparation for using the site for two new businesses.

## **XIII. EVALUATION**

The ARB's review is pursuant to C.O. Section 1157.06 (Architectural Review Overlay District). 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 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 site falls under Section 3 of the Design Guidelines & Requirements (DGRs), Village Center Commercial (Section 1 applies to every site).
  - The applicant is proposing to install a 15' 9" x 24' 7" deck at the rear of the existing building. The deck will include stairs to be able to access the back yard area.
  - The applicant has indicated that the proposed deck and railing will be made of hardie-board material or another. The ARB should confirm with the applicant what color the proposed deck and railing will be.
    - Per DGR Section 3 II (B)(3) states that all building elevations shall be designed in a manner consistent with the selected architectural style. Staff recommends the same condition of approval placed on

- the last application: The proposed deck and railing shall be white to maintain consistence with the selected architectural style.
- Per DGR Section 3(E)(1) in general, wood and brick are the most appropriate exterior materials in the older area of the Village Center District. Use of façade materials other than wood or brick must be approved by the Architectural Review Board. The ARB approved the appropriateness of the proposed Hardie board material being used on the deck and railing of building at the previous meeting. The ARB also previously approved this material to be used as for the board and batten siding at this location.
  - Codified Ordinance 1165.06(d) requires any area below a deck which exceeds more than two (2) feet above grade at any point within six feet of the deck's perimeter shall be screened The elevations show the deck to be approximately 7 feet +/- above grade, staff recommends a condition of approval that the area underneath the deck is screened, subject to staff approval.
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.*
- Landscape
    - 1. The applicant has indicated changes will be made to the landscaping on the property. A landscape plan has not been submitted as part of this application. Staff recommends the landscape plan is submitted and is subject to staff approval.
  - Lighting
    - a. No new lighting is proposed for the site.
  - Parking and Circulation
    - a. Since the site is an existing, nonconforming site no additional parking will need to be added.
    - b. Parking is regulated by the parking standards contained in the Urban Center Code.
  - Signage:
    - a. The signage was approved for the site with the application that was heard by the ARB in July 2018.
10. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
- The site has a creek located toward the south of the property. C.O. 1171.03(d) requires 100 foot buffer along the stream's centerline with a minimum of 25 feet per each side of the centerline of the stream. The new proposed deck meets the code requirement, being located exactly 25 feet away from the centerline of the creek.
11. *All buildings, structures and sites shall be recognized as products of their own time.*
- The building is a product of its own time. The addition of the deck appears to promote, preserve, and enhance the architectural and historical Architectural Review District.

12. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
  - The modifications to the building appear to be of a simple design. It appears that attention has been paid to the details that will ensure an appropriate appearance for the Village Center.
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.*
  - While the proposed additions and alterations appear to change the appearance of the building, the essential form of the original structure will remain largely intact.

#### **XIV. RECOMMENDATION**

The ARB should evaluate the overall proposal based on the requirements in the Design Guidelines and Requirements. The application should be evaluated on the design of the building and use of materials. Overall, it appears that the building has been designed to complement traditional styles and the modifications to this building will enhance the Village Center.

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

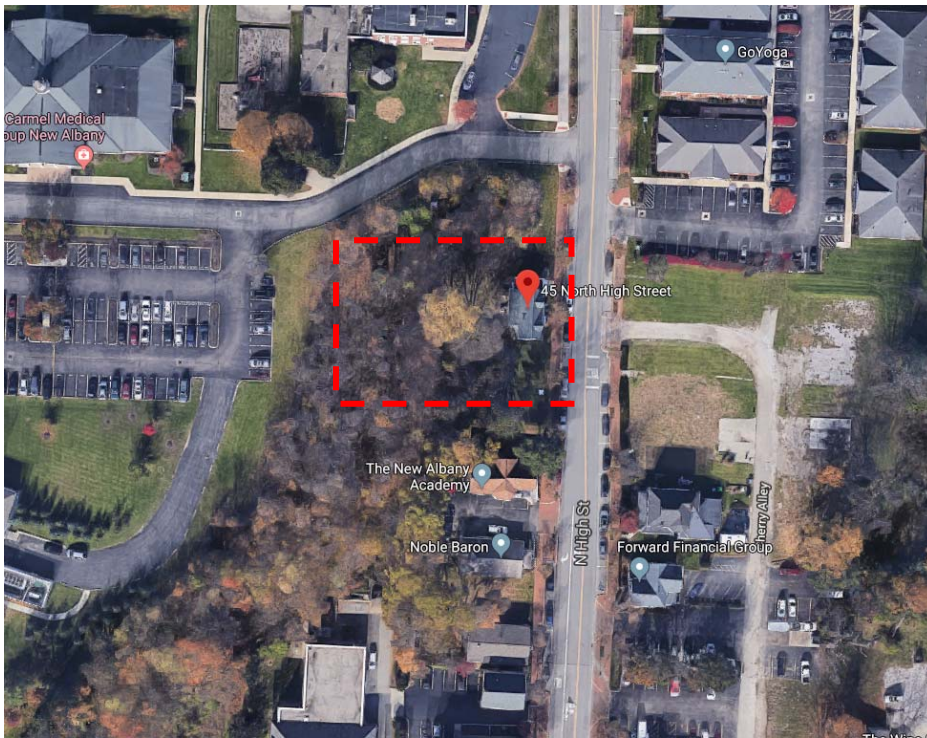
#### **XV. ACTION**

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-60-18, with the following conditions:**

1. The proposed deck and railing shall be white to maintain consistence with the selected architectural style.
2. The area underneath the deck is screened, subject to staff approval.

Approximate Location:



Source: Google Maps