



Architectural Review Board

Meeting Minutes

November 14, 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 7:00 p.m.

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

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

Mr. Iten moved, seconded by Mr. Strahler to approve the meeting minutes of October 8, 2018 meeting minutes. Upon roll call vote: Mr. Iten, yea; Mr. Strahler, yea; Mr. Hinson, abstain; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 4; Nay, 0; Abstain, 1; Motion carried by a 4-0 vote.

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

Ms. Russell responded none.

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

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

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

ARB-72-2018 Certificate of Appropriateness

Certificate of Appropriateness for new signage at 160 W. Main Street for Three Minute Fitness (PID: 222-004559).

Applicant: Signcom Inc. c/o Bruce Sommerfelt

Mr. Chris Christian presented the staff report.

Mr. John ???, Daimler, stated that the other tenant does not want a sign on that side of the building so we wanted to move the sign to be located where the existing lights are located.

Moved by Mr. Iten, seconded by Mr. Hinson to approval of ARB-72-0281 for new location subject to the prior sign approval being revoked.. Upon roll call vote: Mr. Iten, yea; Mr. Strahler, yea; Mr. Hinson, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

**ARB-73-2018 Certificate of Appropriateness
Certificate of Appropriateness for new Exterior improvements for 24 E. Main Street
(PID: 222-000043).
Applicant: Blue Horseshoe Partners**

Ms. Jackie Russell presented the staff report.

Mr. Iten asked where on the lot the parking lot need to be moved is.

Mr. Mayer stated that it will probably be very close to the rear yard lot line. The Urban Center Code does not have a rear yard setback for parking lots only a side and front yard setback.

Mr. Iten stated that the parking lot won't be continuous because of the strip between the strip and roadway.

Mr. Mayer stated that is the Second Street extension will extend at some point. It will feel more like a corner lot in the future.

Mr. Iten stated asked where the driveway will move if the parking lot is moved.

Mr. Mayer stated that the parking aisle will move toward the north and showed on the map the possible continuation of the lot to the west.

Mr. Hinson asked if the parking aisle would go through the parking lot of Eagles Pizza. Isn't the alley going to be vacated?

Mr. Mayer stated that the city is in discussions with the property owner to do a land swap to allow Gingko Alley be extend to High Street.

Mr. Hinson stated that it wasn't long ago that we approved the demo of the High Street properties. This is a terrific effort for a renovation of an existing property.

Mr. Bill Murphy, Blue Horseshoe Partners, stated that they are turning it into office space. Stated that he is available for any questions or concerns.

Mr. Hinson stated that a lot of details are missing from the plans including exterior materials. Have you had discussions with the applicant?

Ms. Russell stated that staff hasn't had any discussions with the applicant regarding the hardi plank just a condition from the design guidelines and requirements.

Mr. Hinson stated that he has no issue with parking spaces. Asked if any discussion with the applicant regarding the moving the parking lot back.

Ms. Russell stated that discussion did not occur with the applicant because we received this information the day that packets were completed. Moving the parking to the rear would allow for an addition to the building.

Mr. Hinson stated versus a separate building.

Ms. Russell stated that the urban center code restricts another building on the lot.

Mr. Iten asked the applicant if they are willing to move the parking lot.

Mr. Murphy stated that we agree.

Mr. Strahler asked the applicant if any concerns with the other conditions from staff.

Mr. Murphy stated that we agree with the conditions.

Mr. Maletz stated the he needs to abstain from this application.

Moved by Mr. Iten, seconded by Mr. Hinson to move to approve application ARB-73-18 and the following waivers:

1. A waiver to U.C.C 2.80.3 to allow for ten off street parking spaces, in an area where the maximum is four.
2. A waiver to U.C.C 2.80.6 to allow parking to be placed 0 feet from the side yard along the West lot line in an area where the minimum is 5 feet.

Subject to the following conditions:

1. The final column and entablature detailing be subject to staff approval.
2. The proposed future parking lot be installed at such time that the City builds the Second Street extension.
3. Final design and location of the parking lot is subject to staff approval.
4. Final alignment and design of the streetscape along the proposed road is subject to staff approval.
5. A landscape plan must be submitted for staff's review and approval.

6. The dumpster enclosure must be submitted for staff's review and approval and it must meet the required setbacks, and height requirements.
7. One canopy tree must be installed near the parking lot to meet code requirements.
8. One tree with a tree planting total of 2.5" must be installed to meet code requirements, when the parking lot is completed.
9. Any rooftop units must be screened on all four sides for sight and sound, final screening will be subject to staff approval.
10. A photometric plan must be submitted to show that there is zero or near zero foot candle intensity along all parcel boundaries, if any parking lot lighting were to be installed.
11. Parking spaces must be sized to 9' x 19', with a 22 foot wide drive aisle to match the standards found in the city's parking code.
12. The curbcut be resized to 18 feet to meet the U.C.C 2.79.2 requirement.
13. 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
14. The proposed parking lot be aligned with the existing parking lots to create a continuously connect circulation aisle, and a cross access easement be provided. Upon roll call vote: Mr. Iten, yea; Mr. Strahler, yea; Mr. Hinson, yea; Mr. Maletz, abstain; Ms. Briggs, yea. Yea, 4; Nay, 0; Abstain, 1; Motion carried by a 4-0 vote.

Update to the Main & Market Apartments

Mr. Tom Rubey, NACo, stated that the project is nearing completion and wanted to provide an update. 50% of the units are leased. Still working on releasing the units through the building department. Roof top units are mostly screened but there are five additional screen walls that will be installed. The park had some horse fence installed incorrectly and it will be corrected. Doors have been painted and is a work in progress. The paint colors are based on the London townhome architecture. A series of ivy walls will be installed; 4 on building A and 3 on building E. Also 3 sections of chip and dale handrail will be installed. Signage will be replaced with bronze smaller letters and new names for each building. Looking for comments and concerns.

Mr. Iten stated that he wants to live with the door colors but they are quite jarring.

Mr. Rubey stated that our internal team. We will be walking the site again with some of the design consultants. I am confident that some colors will change along with the pattern of the colors. That in addition to the hardware and am confident that we will get there.

Mr. Iten stated that what we see is not the final product and just to tell you that we are aware and concerned about it in a constructive way.

Mr. Rubey stated that they are different. The idea is these brightly colored London townhomes. The intention is for this to be different than what we have

done before. Now is the difficult part choosing the right colors and the right order and finishing with correct details.

Mr. Iten stated that I will see how this develops.

Mr. Maletz stated that you're reviewing internally, you will also look at the hue, saturation, etc.

Mr. Rubey stated yes, it's easy to paint a door.

Mr. Iten look forward to the park between this building and Keswick.

Mr. Rubey stated that the grading needs adjusted but the sod and benches are installed. May adjust some of the grading. Anxious to install the correct fence and thrilled that we were able to save the large trees in the park. The south side has the venting along the southern elevation and we may add ivy along that side of the building to soften.

Mr. Iten asked which building is McCue and which Robertson is.

Mr. Rubey responded.

Mr. Shull asked who are McCue and Robertson.

Mr. Rubey stated that they are designers.

Mr. Mayer stated that the changes to the signage are considered a face change, and the landscaping and paint color changes are considered minor changes that can be approved by staff. The color palette should be based on traditional American architectural precedent.

Mr. Iten stated that he would like to have a discussion prior to the final color approval.

Mr. Rubey stated that he will come back.

Mr. Iten stated that staff could also let us know when it is done.

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

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

The meeting adjourned at 7:34 p.m.

Submitted by Pam Hickok

APPENDIX



Architectural Review Board Staff Report November 14, 2018 Meeting

3 MINUTE FITNESS – SIGNAGE CERTIFICATE OF APPROPRIATENESS

LOCATION: 160 West Main Street, Suite H – Market and Main II
APPLICANT: Signcom Inc.
REQUEST: Certificate of Appropriateness for new signage
ZONING: C-PUD (Commercial Planned Unit Development) 1998 NACO
C-PUD: Subarea 4a: Northwest Market Street, developed under
the Urban Center Code
STRATEGIC PLAN: Village Center
APPLICATION: ARB-72-2018

Review based on: Application materials received on October 12th.

Staff report prepared by Chris Christian, Community Development Intern.

I. REQUEST AND BACKGROUND

The applicant requests a certificate of appropriateness to relocate a previously approved wall sign for 3 Minute Fitness on the Market and Main II building.

Previously, the Architecture Review Board approved three signs for 3 Minute Fitness: two wall signs and a blade sign. One of the previously approved wall signs was approved to be located on the Farmers Alley elevation, directly above an entrance to the tenant space. The applicant is proposing to relocate the sign to the center of the Farmers Alley elevation underneath existing gooseneck lighting.

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

II. SITE DESCRIPTION & USE

The property is zoned C-PUD (Commercial Planned Unit Development) under the 1998 NACO zoning text, but was developed under the Urban Center Code requirements. Therefore, the city's sign code regulations apply to the site.

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

III. EVALUATION

A. Certificate of Appropriateness

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

1. *The compliance of the application with the Design Guidelines and Requirements and Codified Ordinances.*
 - Per the city's sign code section 1169.14(a) each building or structure in the Village Core sub-district shall be allowed three (3) sign types. The proposed sign is a wall sign.
Wall Sign
 - City sign code Chapter 1169.16(h) permits a maximum area of 40' square feet based on the building's frontage, allows one wall sign per business entrance, and requires a minimum sign relief of one inch. External illumination is allowed.
 - a. Size: 2' x 9'-8" [meets code]. This smaller sign size appears to be appropriate on this elevation as it is pedestrian oriented.
 - b. Area: 19.6 square feet [meets code].
 - c. Location: fastened flush below existing gooseneck lighting on the Farmers Alley elevation [meets code].
 - d. Lighting: Existing gooseneck lighting [meets code].
 - e. Relief: 2 inches [meets code].
 - f. Colors: Black with white lettering, logo and border (total of 2) [meets code].
 - g. Lettering Height: 5.75" inches [meets code]
 - The sign will read "3 Minute Fitness." and will feature the company logo.
 - The proposed sign has cove-cut edges with scalloped corners.
 - The applicant is not proposing any changes to the size and design of the previously approved wall sign. The applicant is only proposing to relocate the sign.
2. *The visual and functional components of the building and its site, including but not limited to landscape design and plant materials, lighting, vehicular and pedestrian circulation, and signage.*
 - The wall sign is an appropriate sign-type for this tenant space.
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*

4. *All buildings, structures and sites shall be recognized as products of their own time.*
 - The building is a product of its own time and as such should utilize signs appropriate to its scale and style, while considering its surroundings. The proposed sign type appears to be an appropriate style for the building.
5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
 - Not Applicable
6. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
 - Not Applicable
7. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*
 - Not Applicable

IV. RECOMMENDATION

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

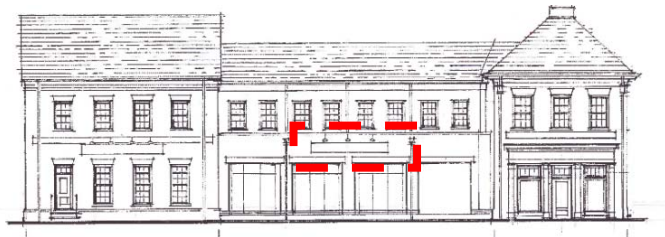
The proposed wall sign is an appropriate sign type for this tenant space and is consistent with the other wall signs and within the Market Square area in terms of location and design. This smaller sign size appears to be appropriately scaled for the Farmers Alley elevation.

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-72-2018:

Move to approve Certificate of Appropriateness for application ARB-72-2018 for a new wall sign for 3 Minute Fitness.



Source: Market Street Building Design submittal



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

**CERTIFICATE OF APPROPRIATENESS AND WAIVERS
24 E. MAIN STREET**

LOCATION: 24 E. Main (PID: 222-000080)
APPLICANT: Blue Horseshoe Partners, LLC.
REQUEST: Certificate of Appropriateness & Waivers
ZONING: Urban Center District within the Historic Center Subarea
STRATEGIC PLAN Village Center
APPLICATION: ARB-73-2018

Review based on: Application materials including elevations received October 12, 29 and November 5, 2018.

Staff report prepared by Jackie Russell, Development Services Coordinator.

VI. REQUEST AND BACKGROUND

The application is for a Certificate of Appropriateness to make exterior changes to an existing building at 24 E. Main St. The building will be used as a mixed-use space for first floor retail and offices on the second floor. According to the Franklin County Auditor the building is approximately 2,000+/- square feet total. The application also includes a new parking lot.

The applicant is requesting the following waivers:

- A waiver to U.C.C 2.80.3 to allow for ten off street parking spaces, in an area where the maximum is four.
- A waiver to U.C.C 2.80.6 to allow parking to be placed 0 feet from the side yard along the West lot line in an area where the minimum is 5 feet.

The proposed building and site is evaluated under the “Classic 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.

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.

VII. SITE DESCRIPTION & USE

The site is zoned UCD Urban Center District, within the Historic Core Sub-district. According to the Franklin County Auditor the building was originally constructed in 1910 and renovated in 1978, which is proposed to receive exterior modifications. The site is .20 +/- acres. The previous tenants of this property were Wayside Floral and Griffin's Floral.

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*

- The site falls under Sections 1 and 3 of the Design Guidelines and Requirements (DGRs), Village Center Commercial. Overall, this building should follow the precedents of traditional American architectural design and be located in an appropriate setting.
- The applicant is proposing the following exterior modifications to the existing building (this may not be all inclusive):
 - a) Enlarging and modifying the front porch;
 - b) Removing shutters;
 - c) Removal of the stone façade;
 - d) Replacing existing siding with board and batten hardie board siding;
 - e) Creating a new entryway on the west property line;
 - f) Replacing the windows;
 - g) Adding a cupola;
 - h) Adding a chimney
 - i) Adding a parking lot
- 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.
 1. The city architect has reviewed the application and comments that the design and overall rural aesthetic appears appropriate for the area.
 2. The applicant is proposing two colors for the solarium, white and black. The ARB should evaluate the appropriateness of the proposed colors. The city architect has recommended the applicant use the white coloring of the solarium, being it is more appropriate in relation

to the rest of the building. Staff recommends a condition of approval that the solarium must be white.

3. Staff recommends a condition of approval for the final column and entablature detailing be subject to staff approval.

- The applicant proposes to install lantern wall lighting on the north and west elevation.
- Staff recommends a condition of approval requiring that all rooftop equipment must be screened on all four sides for sight and sound, with final screening will be subject to staff's approval.
- Per DGR Section 3(A)(5) roof elements such as cupolas, dormers, and balustrades shall be avoided unless a specific architectural precedent calls for such elements. When they are employed in a design, the scale, materials, and details of such elements shall be in strict conformance with historical practice. The cupola is designed appropriately given the existing buildings architecture. The city commented the cupola is an appropriate design element.
- 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 Second Street extension.
- Per DGR Section 3(II)(D)(2) and the Urban Center Code 2.78 the height cannot exceed two stories. The proposed application is two stories.
- The proposed building has four sided architecture and is using a white hardie board and batten siding as the primary building material with a brick foundation and chimney.
 - a. Per DGR Section 3(II)(E)(1), “the materials of which new buildings are constructed shall be appropriate for and typical of materials traditionally used in the commercial architecture which inspired the design of the new building. In general, wood and brick are the most appropriate exterior materials in the older areas of the Village Center District. Use of façade materials other than wood or brick must approved by the Architectural Review Board.” The Architectural Review Board should review the appropriateness of the proposed hardie material. See the bullet below for more evaluation.
 - b. Per DGR Section 3(E)(2) true wood exterior materials are most appropriate. The use of alternate materials such as hardi-plank, vinyl and other modern materials may be appropriate when they are used in the same way as traditional materials would have been used. This means that the shape, size, profile, and surface texture of alternate materials must exactly match historical practice when these elements were made of wood. Especially close attention must be paid to details such as cornerboards, window and door trim, soffits and eaves, and trim to ensure a correct match to traditional wood elements.
- The applicant is proposing to use an aluminum clad windows on the exterior (painted white), which meets code requirements. The ARB should verify with the applicant that the windows are divided light and if the window is double-hung [code requires windows to appear double-hung], and the grill pattern [code requires one-over-one or panes that have vertical proportions (height greater than width)].

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 Albany along Main Street. No modifications to the streetscape along Main Street are proposed.
 - b. The Urban Center's Street Plan shows an extension of Second Street to be located within this general area. The City owns the right-of-way for this extension. Currently, the dumpster and parking for the building are located in the right-of-way. Staff recommends a condition of approval that the proposed future parking lot be installed at such time that the City builds the Second Street extension. Final design and location of the parking lot is subject to staff approval.
 - c. The Second Street extension is identified as a Village Avenue street type within the Urban Center Code's Street Plan. Per U.C.C. 5.2.1 all city sponsored public improvements should meet these standards, unless otherwise approved by the City Manager. The Urban Center Code recommends all streets have on-street parking. Staff recommends a condition of approval that the final alignment and design of the Second Street streetscape is subject to staff approval.
 - Landscape:
 - a. Urban Center Code Section 2.83.1 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. A landscape plan has not been submitted. Staff recommends a condition of approval that a landscape plan must be submitted for staff's review and approval.
 - 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 design was not submitted. Staff recommends a condition of approval that the dumpster enclosure must be submitted for staff's review and approval and it must meet the required setbacks, and height requirements.
 - 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.
 - The applicant is providing 1,710 square feet of parking. The application appears to be providing the required 85.5 square feet of

green space within the parking lot area at the end of the parking rows.

- e. Codified Ordinance 11761.06(a)(3) requires one canopy tree should be installed for every 10 parking spaces. The applicant is providing 10 parking spaces therefore requiring 1 trees. The applicant must install one canopy tree to meets code requirement.
 - 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 one inch in tree trunk size for every 2,000 square feet. The site has a total ground coverage area of 4,552 sq. ft. which results in the requirements of having to provide 1 tree and a tree planting totaling 2.5". The applicant must provide one tree with a tree planting total of 2.5" to meet code requirements.
- Parking and Circulation:
- a. The site is currently using a gravel lot located within the city's Second Street right-of-way and is accessed from an entrance along Main Street. The applicant proposes to install a parking lot off of a future Second Street extension.
 - b. The applicant is providing parking spaces sized 8'x18' and a drive aisle to be 18 foot wide drive aisle. The applicant must revise the parking spaces to be sized 9' x 19', with a 22 foot wide drive aisle to match the standards found in the city's parking code.
 - c. It appears the curbcut for the space is 22 +/- feet, staff recommends a condition of approval that the curbcut be resized to 18 feet to meet the U.C.C 2.79.2 requirement.
 - d. Per UCD section 2.80.3 a minimum of 2 parking spaces and a maximum of one off-street space per 500 square feet of space is allowed.
 - i. Based on building's 2,000 square feet of space, the maximum amount of parking spaces that can be provided is 4 parking spaces.
 - ii. The applicant is providing 10 parking spaces, see waiver section below.
 - e. Per the UCD section 5.6.2 a continuously connected rear or side circulation isle within a parking area may be provided as an acceptable alley alternative where exceptional circumstances or existing conditions are present. Cross access easements between parking areas should be provided where practical. Staff recommends a condition of approval that the proposed parking lot be aligned with the existing parking lot to the west to create a continuously connected circulation aisle, and a cross access easement be provided.
 - g. The applicant appears to not be providing parking lot light fixtures.
 - The ARB should confirm with the applicant that there is no proposed parking lot lighting to be installed.
 - h. A photometric plan was not submitted.
 - Staff recommends a condition of approval requiring the applicant to submit a photometric plan so that there is zero or near zero foot candle intensity along all parcel boundaries, if any parking lot lighting is to be installed.

- f. Per UCD 2.89.7 Bicycle parking is required. According to the Bicycle Integration Plan in the Urban Center Code (Section 5.30.3) no hitches have to be provided for areas with 0-10 parking spaces per 100 off-street parking spaces. The total parking spaces for the building is 10 spaces. The applicant proposing not to install any bicycle 0 hitches, which meets the Urban Center Code requirement.
 - Signage:
 - a) The applicant has not provided any signage to be reviewed. The sign must come back to the Architectural Review Board for review and approval prior to installation.
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
 - The existing building does not appear to contain any special characteristics.
 - Overall it appears that the improvements to site/building will enhance the appearance of this site within the Village Center and will make it look more like an improved farmhouse like structure.
 4. *All buildings, structures and sites shall be recognized as products of their own time.*
 - The building’s modifications appears to promote, preserve, and enhance the architectural and historical Architectural Review District. The modifications appear to return the structure to a more appropriate farmhouse style.
 5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
 - The modifications to the building appear to be of a simple design. It appears that attention has been paid to the details that will ensure an appropriate appearance for the history of the area.
 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.*
 - 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.

Urban Center Code Compliance

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

Standard	Minimum	Maximum	Proposed
Lot Area	4,000 feet	No max	0.2 acres
Lot Width	50 feet	100 feet	63 feet on High Street [Meets

			requirement]
Lot Coverage	No min	95%	52.2%
Street Yard	0 feet	15 feet	10 feet along Main Street [Meets requirement]
Side Yard	3 feet	16 feet	5feet along the west side[Meets requirement] meets requirement)
Rear Yard	10 feet	No max	94.2 feet [Meets requirement]
Building Width	70%	95%	76% along Main Street future road [Meets requirement]
Stories	1.5	2	2 story [Meets requirement]
Height	No min	45 feet	22 +/- feet to top of roof [meets code]

- The application does not show where mechanical devices are located. The UCC Section 2.141 states that any above ground mechanical devices and utility structures shall be located in the side or rear yard and shall be fully screened from the street and neighboring properties. The Architectural Review Board should confirm with the applicant that all ground mechanical devices and utility structures are located in the side yard, rear yard 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 2.80.3 to allow for ten off street parking spaces, in an area where the maximum is four.
2. A waiver to U.C.C 2.80.6 to allow parking to be placed 0 feet from the side yard along the West lot line in an area where the minimum is 5 feet.

1. **A waiver to U.C.C 2.80.3 to allow for ten off street parking spaces, where the maximum is four.**
 - A waiver is requested to U.C.C 2.80.30 to allow for ten off street parking spaces, in an area where the maximum is four.
 - The site design appears to provide an appropriate design and pattern of development considering the context in which the development is proposed and the purpose of the particular standard. The proposed site plan locates the parking lot in the rear yard which is a requirement per the Urban Center Code, and with staff's recommended condition of approval, matches the development pattern of surrounding parking lots and drive aisles.
 - 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 recommended goals. The code intent is to encourage and allow for larger buildings within the Village Center by restricting the number of parking spaces. This is an existing structure, which appears to have sufficient space to accommodate 10 parking spaces. Additionally, the rear of the lot is located in an area where the Urban Center Code recommends a future alley. Alleys' are primarily used to serve vehicles. By extending the parking lot and drive aisle, this requirement of the Urban Center Code is met and increases connectivity and accommodation for vehicles. Staff recommends the parking lot be located to the south of the lot to create a continuous circulation aisle, which is most effectively done if the total area is used.
 - Approving the waiver appears to be necessary for fairness since the 10 parking spaces matches the development pattern of the surrounding area. Additionally, it appears even with 10 parking spaces there is space available on the site for a building addition.
 - The Urban Center Code places restrictions based just on square footage of a building, and not the use. Given the wide range of the potential uses at this building could be office, retail, and restaurant uses, the actual number of spaces necessary to properly serve the site may require more than one per 500 square feet of building space.
 - The additional parking spaces do not appear to detrimentally affect the public health, safety or general welfare. Permanent access and availability to the off-site parking will be ensured through cross-access easements.

2. **A waiver to U.C.C 2.80.6 to allow parking to be placed 0 feet from the side yard along the West lot line in an area where the code minimum is 5 feet.**
 - A waiver is requested to U.C.C 2.80.6 to allow parking to be located 0 feet from the west lot line. The minimum parking side yard setback is 5 feet. The building is also setback 5 feet.
 - 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 Strategic Plan and Urban Center Code The proposed area which encroaches the side yard requirement is located at 0 feet to allow for a continuous circulation isle to be created between existing parking on the neighboring lot and this proposed parking lot. The Urban Center Code Section 2.79.3 states that

coordinated driveway access and cross access to multiple sites should be provided where practical. By providing a zero foot setback, UCC 2.79.3 is satisfied.

- Additionally, allowing a zero foot setback allows the parking lot to meet the street yard setback requirement of 10 feet behind the street yard setback.
- Approving the waiver appears to be necessary for fairness since staff suggested that the parking lot be moved to permit the circulation aisle to be created between various lots. Also, a zero feet setback appears to be consistent with the surrounding development.
- 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 there is a buffer between parking and other neighboring properties. However, since the Urban Center Code calls for alleys to be accommodated where feasible, the waiver appears to maintain the intent of the Urban Center Code by providing a continuous drive that will act as an alley and allow for additional connectivity.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

IX. 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 applicant has met the design criteria found in the city's Design Guidelines and Requirements. The application should be evaluated on the design of the building and use of materials. Overall, it appears design and modifications to this building will enhance the original structure and Village Center in its entirety. The applicant is requesting two waivers which allow the applicant to create a continuous drive aisle to cross access other sites, which meets Urban Center Code requirements.

Staff recommends approval of the Certificate of Appropriateness and Waivers for the new site and building modifications with conditions provided that the ARB finds the proposal meets sufficient basis for approval with staff's recommended conditions.

X. 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-73-18 and the following waivers:

1. A waiver to U.C.C 2.80.3 to allow for ten off street parking spaces, in an area where the maximum is four.
2. A waiver to U.C.C 2.80.6 to allow parking to be placed 0 feet from the side yard along the West lot line in an area where the minimum is 5 feet.

(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. The solarium must be white.

2. The final column and entablature detailing be subject to staff approval.
3. The proposed future parking lot be installed at such time that the City builds the Second Street extension.
4. Final design and location of the parking lot is subject to staff approval.
5. Final alignment and design of the streetscape along the proposed road is subject to staff approval.
6. A landscape plan must be submitted for staff's review and approval.
7. The dumpster enclosure must be submitted for staff's review and approval and it must meet the required setbacks, and height requirements.
8. One canopy tree must be installed near the parking lot to meet code requirements.
9. One tree with a tree planting total of 2.5" must be installed to meet code requirements.
10. Any rooftop units must be screened on all four sides for sight and sound, final screening will be subject to staff approval.
11. A photometric plan must be submitted to show that there is zero or near zero foot candle intensity along all parcel boundaries, if any parking lot lighting were to be installed.
12. Parking spaces must be sized to 9' x 19', with a 22 foot wide drive aisle to match the standards found in the city's parking code.
13. The curbcut be resized to 18 feet to meet the U.C.C 2.79.2 requirement.
14. 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
15. The proposed parking lot be aligned with the existing parking lots to create a continuously connect circulation aisle, and a cross access easement be provided.

APPROXIMATE SITE LOCATION:



Source: Google Maps