

## Architectural Review Board

### Meeting Minutes

March 11, 2019

7:00 p.m.

New Albany Architectural Review Board met in regular session in the Council Chambers at Village Hall, 99 West Main Street and was called to order by Architectural Review Board Chair Mr. Alan Hinson at 7:04 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	Present
Ms. Sarah Briggs	Absent
Mr. Matt Shull	Absent

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

Mr. Thomas moved, seconded by Mr. Brown to approve the meeting minutes of February 11, 2019. Upon roll call vote: Mr. Hinson, yea; Mr. Strahler, abstain; Mr. Brown, yea; Mr. Thomas, yea; Mr. Maletz, 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 asked to move ARB-16-2019 after ARB-18-2019.

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. Strahler, yea; Mr. Brown, yea; Mr. Thomas, yea; Mr. Maletz, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

### **ARB-12-2018 Certificate of Appropriateness**

**Certificate of Appropriateness for a parking lot relocation for Animals-R-Special at 88 North High Street as part of a city infrastructure project.**

**(PID: 222-000242).**

**Applicant: City of New Albany**

Ms. Jackie Russell presented the staff report.

Mr. Hinson asked if the picture is showing a brick wall.

Mr. Mayer stated that it is a shrub wall. The business owner was concerned that her building is far off of the road. We decided that adding the street presence with the shrub wall would help bring the site to the front and create an alignment.

Mr. Hinson asked if the landscaping detail being continued to the north.

Mr. Mayer stated that the shrub wall will align with the building to the north.

Mr. Brown stated that the building to the north had a brick wall and we omitted that.

Ms. Russell stated that it is a black fence.

Mr. Strahler asked if the planting will be touching at the time of installation.

Mr. Mayer stated that code allows the plantings 5 years to reach maturity. The screening is required to be installed at 3.5 foot tall. Being a city project we will try to find the largest material for installation.

Mr. Brown asked if the plan is still being developed.

Mr. Mayer stated that we are working on the full landscape plan. Due to the timing we wanted to bring this to the board and is the reason we added conditions of approval.

Mr. Brown stated street trees along Miller, anything else planned to be included.

Mr. Mayer stated that some of the street trees on High Street will be impacted but be replanted.

Mr. Hinson asked for size.

Mr. Mayer stated that street trees are required to be a minimum of 3" at installation. We were talking to MKSK about what size trees we should plant on High Street. The trees on High Street will match existing and thinking about planting Elms along Miller.

Mr. Thomas asked if we have a standard of size and distance for installation. Should we have a standard to ensure that all screening is uniform?

Mr. Mayer stated that we envision a solid screening wall.

Mr. Hinson stated that they should be touching at the time of installation. Asked what the height requirement is.

Mr. Mayer stated that at installation code requires 3.5' tall headlight screening.

Mr. Hinson stated that code allows a grow in period.

Mr. Mayer stated that yes code allows it but this is a city project.

Mr. Hinson stated that it should be 3.5' tall and touching at the time of installation.

Moved by Mr. Brown, seconded by Mr. Thomas to approve ARB-12-19 certificate of appropriateness and waivers subject to the following conditions:

1. The dumpster enclosure meets all code requirements for landscaping and for the design of the enclosure found in C.O. 1175.05(b) which 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.

2. A 3.5-foot tall evergreen shrub will be installed surrounding the parking lot to provide for headlight screening of the parking lot, where it is adjacent to residential homes. The evergreen shrubs shall be 3.5' tall and touching at installation.

. Upon roll call vote: Mr. Hinson, yea; Mr. Strahler, yea; Mr. Brown, yea; Mr. Thomas, yea; Mr. Maletz, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

### **ARB-18-2019 Certificate of Appropriateness**

**Certificate of Appropriateness for a partial demolition at 24 East Main Street. (PID: 222-000223).**

**Applicant: Blue Horseshoe Partners c/o Andrew Maletz**

Ms. Russell presented the staff report.

Mr. Bill Murphy, Blue Horseshoe Partners, stated that we did not have much to work with due to rotten wood.

Mr. Brown stated that it was the ugly piece of the building.

Mr. Hinson stated that he believes that it will improve the streetscape.

Moved by Mr. Strahler, seconded by Mr. Hinson to approve ARB-18-2019 subject to the following condition:

1. The disturbed area of the site is graded and seeded within 60 days of demolition. Upon roll call vote: Mr. Hinson, yea; Mr. Strahler, yea; Mr. Brown, yea; Mr. Thomas, yea; Mr. Maletz, abstain. Yea, 4; Nay, 0; Abstain, 1; Motion carried by a 4-0 vote.

**ARB-16-2019 Certificate of Appropriateness  
Certificate of Appropriateness for modifications to previously approved building elevations, site plan and landscape plan for the New Albany Methodist Church Expansion at 20 Third Street.  
(PID: 222-000223).  
Applicant: New Albany Company c/o Tom Rubey**

Mr. Chris Christian presented the staff report.

Mr. Tom Rubey, The New Albany Company, stated that the site plan requires additional work and coordination with the JCC and we are still working on the storm water. We have a significant grade change on this property. We are happy to come back to this board when we have solved some of these issues. We worked with the church architect to revise the architecture. This is an interesting piece of property with country to the east and being in village center. We wanted to bring in some of the brick and characteristics of the buildings in village center.

Mr. Maletz asked about the cross traffic with JCC; see some concerns with backup onto Dublin Granville Road. Will it be one-way? Probably need some additional study.

Mr. Rubey stated that the goal is to keep just the one curb cut on Dublin Granville Road and we are thinking about the increased traffic on Third Street.

Mr. Maletz stated that he was not part of the board when the building was discussed and asked what this area is (pointing at elevation - storefront area).

Audience Member stated that it is the foyer and gathering area outside of the sanctuary and a meeting area on upper floor. The lower floor will be future youth space.

Mr. Maletz stated that amount of glazing seems out of character when compared to the revisions. Will be a nice streetscape.

Audience Member stated that they will be sliding doors that will allow for open usable space.

Mr. Thomas asked for how many parking spaces.

Mr. Rubey stated that what was approved was 103 and has been reduced to 65-70.

Mr. Thomas asked if the reduction in parking spaces a concern.

Mr. Frank Luchsinger, New Albany Methodist Pastor, stated that they are interested in being good partners with the city and adding a lot of green space. We have been told that additional street parking and other parking lots will be added. This was a sacrifice for the aesthetics of the city.

Mr. Thomas showed on the map where additional parking may work and asked if that hurts the aesthetic value of what you are trying to create. Losing about 40 parking spaces there.

Mr. Rubey explained the previously approved plan only had about 5 feet of green space between the street and parking. Could not find street trees or leisure trail in that space. This plan will provide about 80 feet of green space. I do not know if we will be successful. Getting the right parking solution, they have been more than willing to work with us. We could encroach closer to the roadway but we want to maintain the aesthetic corridor and will we need storm water detention in that area. If we keep it green we may be able to get a few more parking spaces.

Mr. Brown asked if it is a grade or capacity issues for the storm water basin.

Mr. Rubey stated that it is a grade issue. That basin was sized to accommodate all development to the north including the Noah's center and the First & Main.

Mr. Maletz stated that the parking reduction will pay off in the aesthetics. I know it is a challenge and I appreciate the willingness to try to find that balance.

Mr. Hinson stated that the observation that this starts the country versus the city makes the site that much more important. It is an improvement in concept.

Moved by Mr. Thomas, seconded by Mr. Maletz to approve ARB-86-2018 subject to the following conditions:

1. The applicant returns to the Architecture Review Board for formal review of the conceptual site and landscape plans included in this application once these plans are finalized.
2. The conditions of approval placed on the approval of the original Certificate of Appropriateness application ARB-57-2017 as approved by the Architectural Review Board on November 13, 2017 still apply. Upon roll call vote: Mr. Hinson, yea; Mr. Strahler, yea; Mr. Brown, yea; Mr. Thomas, yea; Mr. Maletz, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

Mr. Hinson moved to keep the Architectural Review Board meetings scheduled on the 2<sup>nd</sup> Monday of each month at 7:00pm at Village Hall, seconded by Mr. Thomas. Upon

roll call vote: Mr. Hinson, yea; Mr. Strahler, yea; Mr. Brown, yea; Mr. Thomas, yea; Mr. Maletz, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

Mr. Thomas moved to nominate Mr. Hinson as chairperson of the ARB, seconded by Mr. Strahler. Upon roll call vote: Mr. Hinson, yea; Mr. Strahler, yea; Mr. Brown, yea; Mr. Thomas, yea; Mr. Maletz, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

Mr. Brown moved to nominate Mr. Iten as vice-chairperson of the ARB, seconded by Mr. Maletz. Upon roll call vote: Mr. Hinson, yea; Mr. Strahler, yea; Mr. Brown, yea; Mr. Thomas, yea; Mr. Maletz, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

Mr. Hinson moved to nominate Ms. Brown as secretary of the ARB, seconded by Mr. Thomas. Upon roll call vote: Mr. Hinson, yea; Mr. Strahler, yea; Mr. Brown, yea; Mr. Thomas, yea; Mr. Maletz, yea. Yea, 5; Nay, 0; Abstain, 0; Motion carried by a 5-0 vote.

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

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

The meeting adjourned at 7:48 p.m.

**Submitted by Pam Hickok**

# APPENDIX



## Architectural Review Board Staff Report March 11, 2019 Meeting

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### CERTIFICATE OF APPROPRIATENESS AND WAIVERS PARKING LOT IMPROVEMENT

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LOCATION: 88 N. High (PID: 222-000242)  
APPLICANT: City of New Albany  
REQUEST: Certificate of Appropriateness and Waivers for Parking Lot  
Improvements  
ZONING: Urban Center District within the Historic Center Subarea  
STRATEGIC PLAN Village Center  
APPLICATION: ARB-12-2019

Review based on: Application materials received February 1, 2019 and December 13, 2018.

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

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

The application is for a Certificate of Appropriateness and Waivers to relocate and improve a parking lot located at 88 N. High as part of a city infrastructure project. The ARB approved a Certificate of Appropriateness application with waivers for All About Kids at 96 N. High on October 8, 2018 to construct a new two story commercial building, a parking lot, and an extension of Miller Avenue. The city has worked with the owners of All About Kids and Animals-R-Special to obtain right-of-way for the extension Miller Avenue. The Planning Commission approved the plat of the Miller Avenue Extension on February 20<sup>th</sup>, 2019, which will be located between this site and the 96 N. High site.

#### **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 is currently an existing building on site, with an existing parking lot. The site is .51 +/- acres prior to the dedication of right-of-way to the city for the roadway improvement project, and will be .316 following the right-of-way dedication.

#### **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*
  - Not applicable.
  
2. *The visual and functional components of the building and its site, including but not limited to landscape design and plant materials, lighting, vehicular and pedestrian circulation, and signage.*
  - Streetscape:
    - a. The Urban Center's Street Plan shows an extension of Miller Avenue to be located within this general area. City staff has coordinated with the Animals-R-Special property owner, the property owner to the north, 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.
    - b. The applicant is providing approximately 23.8 feet of ROW to be dedicated to the city. The right-of-way that was given to the city went into the existing Animals-R-Special parking lot. As a result, city staff has committed to relocating the parking lot to be out of the proposed right-of-way and across from the curb-cut at All about Kids for safe turning movements along the street. Staff is also building sidewalks connecting the proposed parking lot to the building, as well as building a dumpster enclosure to match the enclosure at All about Kids.
    - c. The city project will also include work along High Street to align the School Campus' curb-cut with the Miller Avenue extension to ensure safe access to both sides of the road.
  
  - 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. They city will be providing and installing all the required landscaping as part of the parking lot improvement.
    - b. 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 parking lot is 2,644 square feet. The city is providing 190+/- square feet of green space around the edges of the parking lot and the space between the dumpster enclosure and the parking lot which is over the required 132 square feet of green space.



- c. Codified Ordinance 11761.06(a)(3) requires one canopy tree should be installed for every 10 parking spaces. There are less than ten parking spaces required, therefore no trees are required to be installed within the parking lot.
- d. Codified Ordinance 1171.05(e)(1) 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 inch in tree trunk size for every 2,000 square feet of ground coverage. The site has a total ground coverage area of 4,644 sq. ft. which results in no requirement for providing additional site trees.
- e. As a part of the Miller Avenue Roadway improvement project, the city will be installing street trees every 30 feet on center.
- f. Staff recommends a condition of approval that a 3.5 foot tall evergreen shrub will be installed surrounding the parking lot to provide for headlight screening of the parking lot, where it is adjacent to residential homes.
- g. Additionally a hedgerow will be installed in the front yard of the Animals-R-Special property. Please see a rendering below:



- h. The city is also installing a dumpster enclosure as a part of this project. The dumpster enclosure will be made of wood, with wooden gates. It will be screened around the three sides without the doors with a six foot arborvitae. Staff recommends a condition of approval that the dumpster enclosure meets all code requirements for landscaping and for the design of the enclosure found in C.O. 1175.05(b) which 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.”
  - Parking and Circulation:
    - a. The site is currently accessed from an existing curb-cut on High Street. The site will be accessed 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 5 parking spaces.
    - ii. The applicant is providing 8 parking spaces.
    - iii. Please view the waiver section below.
  - c. The UCD 2.89.7 requires bicycle parking, however according to the Bicycle Integration Plan in the Urban Center Code (Section 5.30.3) no hitches are required to be provided when parking is les then ten spaces.
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
    - 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. It appears that the proposed changes to the parking lot will allow for safer connections between both sites.
  4. *All buildings, structures and sites shall be recognized as products of their own time.*
    - The proposed parking lot modification will appear to be a product of its own time.
  5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
    - Not applicable to the proposed modifications.
  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 "Traditional Commercial" building typology

Standard	Minimum	Maximum	Proposed
Lot Area	No Min	No Max	0.316 acres after R-O-W dedication
Lot Width	No Min	200 feet	High Street width is not applicable for this review.  250 feet along the Miller Avenue Extension [Does not meet

			requirement, see waiver section below].
Lot Coverage	No min	100%	38%
Street Yard	5 feet	20 feet	High Street, street yard is not applicable for this review  11 +/- feet along Miller Avenue Extension [Meets requirement]
Side Yard	0 feet	20 feet	Not applicable for this review
Rear Yard	15 feet	No max	Not applicable for this review.
Building Width	80%	100%	The building width along High Street is not applicable for this review.  19.6% along Miller Avenue Extension [Does not meet requirement, see waiver section below].
Stories	1.5	2	Not applicable for this review.
Height	No min	45 feet	Not applicable for this review.

- The proposed location of the parking lot satisfies requirement UCC section 2.89.1, which states “all lots shall provide off-street parking spaces in the rear yard.”
- The Urban Center Code 2.89.5 requires that surface parking shall be a minimum 5’ from any street right-of-way or side lot line and 10’ behind the street yard.
  - a. The proposed location of the parking lot is located 5’ feet away from all proposed lot lines, however the proposed parking lot is not located 10’ behind the street yard which requires a waiver. Please review the evaluation of the waiver request located within the waiver request section.

## 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 250+/- feet where code allows a maximum lot width of 200 feet.
2. A waiver to U.C.C 2.87 to allow the building width to be 19.6%, where code requires 80% minimum for the building width along the Miller Avenue extension.
3. A waiver to U.C.C. 2.89.2 to allow the amount of parking to exceed the maximum number of parking spaces by 3 spaces.
4. A waiver to U.C.C 2.89.5 to allow parking to encroach 10 +/- feet into the necessary ten feet behind the street yard requirement of the Miller Avenue extension.

**1. A waiver to U.C.C 2.87 to allow the lot width to be 250+/- 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.
- 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 250+/- feet along the frontage of the proposed road. The Urban Center Code requires the lot width to not exceed 200 feet.
- There are no proposed changes to the building. The waiver is solely necessary to ensure there are no nonconformities created by the city's public street project.
- This waiver was also approved with the All About Kids site.
- The proposed location of the parking lot 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 city is attempting to seek a waiver from, and fit within the goals of the City's Urban Center Code. The Urban Center Code Streets Standards Plan calls for this road connection to be made to create a highly connected 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. Waiver requested to U.C.C 2.87 to allow the building width to be 19.6%, 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 19.6%, which is less than the 80% minimum for the building width along the future roadway.
- The existing building is 49+/- feet in width along the proposed Miller Avenue Extension, which is approximately 19.6% lot width. The Urban Center Code 2.87 requires building width to be at least 80% of the lot width.
- There are no proposed changes to the building. The waiver is solely necessary to ensure there are no nonconformities created by the city's public street project.
- This waiver was approved at the All About Kids site.
- The waiver is needed primarily due to the desired road connection found within the City's planning documents. The extension of Miller Avenue was originally envisioned in the 2006 Village Center Plan. Since then this connection has been planned for in the 2011 Urban Center Code Street Standards Plan, as well as the New Albany Strategic Plan.
- Additionally the waiver is needed due to the depth of the lot. Compared to other Village Center lots, this lot is much 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 design of the parking lot 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 parking lot has been located in the rear of the lot not only to align with the All About Kids curb cut, but also to allow the future addition of the Animals R Special building. If an addition would be built, the building width will increase.
- 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 site design 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 the parking is located on-site and within the rear of the lot.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**3. A waiver to U.C.C. 2.89.2 to allow the amount of parking to exceed the maximum number of parking spaces by 3 spaces.**

- A waiver is requested to U.C.C 2.89.2 to allow the amount of parking to exceed the maximum number of parking spaces by 3 spaces.
- 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 Urban Center Code which is to not over park the Village Center. The proposed

parking has been purposefully setback from the building at the request of the property owner, so that there is developable area for a future building addition. Based on the buildable area it appears once the addition is completed the parking lot will accommodate both current parking conditions and future parking conditions, without exceeding the number of parking spaces..

- Approving the waiver appears to be necessary for fairness since the parking lot will function for existing and future conditions of the site and building. The parking lot is designed in a manner which meet code requirements and accommodate all of the required parking on site.
- 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 does not overcrowd sites and overcrowd the Village enter. However, since there is plenty of space on the lot to accommodate future development, the waiver appears to maintain the intent of the Urban Center Code. It appears the design intent of the Urban Center Code is met through the parking being located in the rear of the lot.
- It does not appear granting the waiver will detrimentally affect the public health, safety, or general welfare.

**4. A waiver to U.C.C 2.89.5 to allow parking to encroach 10 +/- 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 Miller Avenue extension. The minimum front yard setback (or street yard) is 5 feet. Therefore the parking lot must be setback 10 feet from the building frontage, which is also 15 feet from the right-of-way. The proposed location places the parking lot at the right-of-way line.
- This waiver was approved at the All About Kids site.
- 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's Urban Center Code which is to setback parking from the public street. The proposed area which encroaches the setback requirement is due to the narrow nature of the lot, in relation to accommodating a street with a sidewalk, on-street parking, and street trees. Since the sidewalk is also located within the right of way, it increases the distance that parking will be located from the public street. Cars will still be parked approximately 8 feet from the street yard.
- Approving the waiver appears to be necessary for fairness since the parking lot encroaches the ten foot requirement from the street yard since the city desires a road connection within this location. The waiver would not be necessary if the road was not present.
- 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. However, since there is limited space to accommodate the road, sidewalk, and tree lawn, the waiver appears to maintain the intent of the Urban Center Code. Additionally, the city will provide three foot tall shrubs between the sidewalk and parking lot to provide as a landscaped buffer between the two. It appears the design intent of the Urban Center Code is met through the parking being located in the rear of the lot, in addition to the landscape buffer being provided.

- 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.

The Urban Center Code's Street Plan includes conceptual road locations necessary to extend the historic Village Center's lot and block system. City staff has coordinated with the property owner of the site, the property owner to the north, 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. In conjunction with the Miller Avenue extension road improvement project staff is relocating the parking lot of the Animals-R-Special business to align with the All About Kids parking lot.

Staff recommends approval of the Certificate of Appropriateness for the new parking lot and landscaping provided that the ARB finds the proposal meets sufficient basis for approval with staff's recommended conditions.

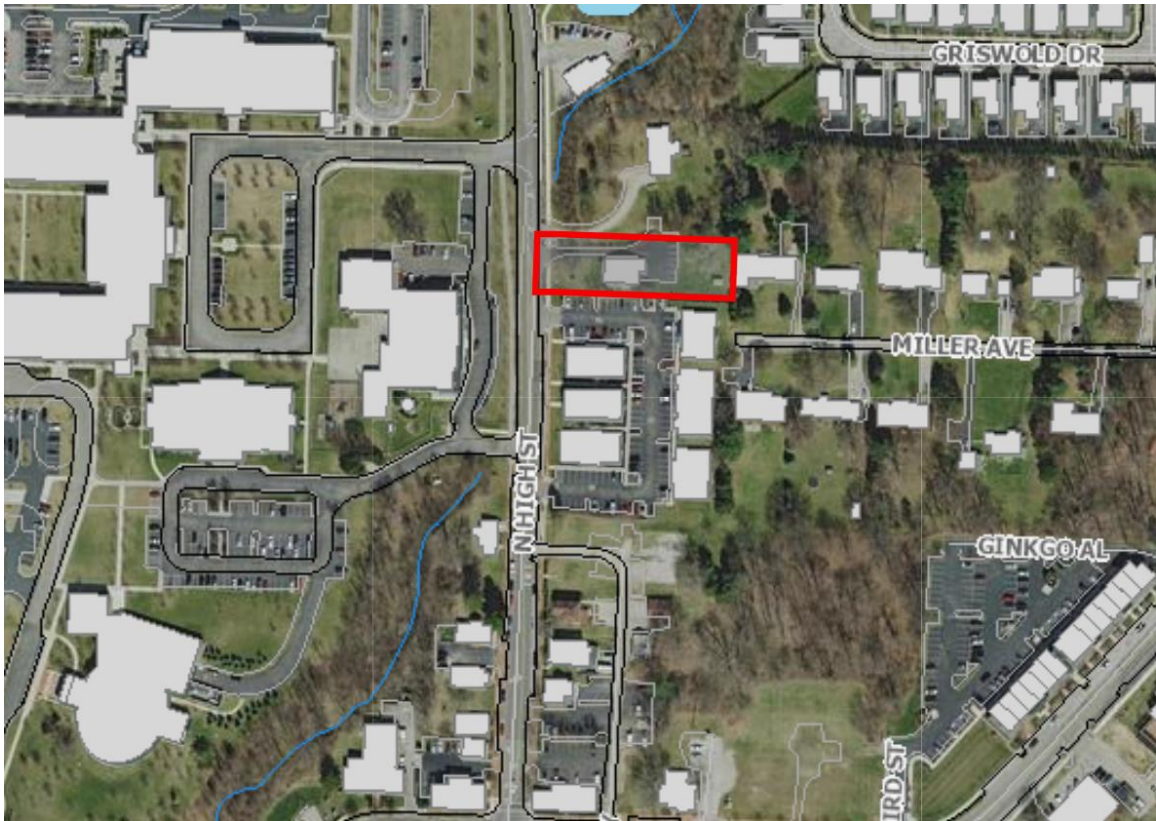
#### **V. ACTION**

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-12-19 with the conditions below:**

1. The dumpster enclosure meets all code requirements for landscaping and for the design of the enclosure found in C.O. 1175.05(b) which 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.
2. A 3.5 foot tall evergreen shrub will be installed surrounding the parking lot to provide for headlight screening of the parking lot, where it is adjacent to residential homes.

**APPROXIMATE SITE LOCATION:**



Source: Franklin County Auditor





**Architectural Review Board Staff Report  
March 11, 2019 Meeting**

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**24 E MAIN STREET  
PARTIAL BUILDING DEMOLITION**

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LOCATION: 24 E. Main Street (PID: 222-000043)  
APPLICANT: Blue Horseshoe Partners, LLC  
REQUEST: Certificate of Appropriateness for partial demolition of the  
primary structure  
ZONING: UCD Urban Center District, Historic Center sub-district  
STRATEGIC PLAN: Village Center  
APPLICATION: ARB-18-2019

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Review based on: Application materials received February 20, 24, 26, and 27, 2019.

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

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**VI. REQUEST AND BACKGROUND**

This application is for a certificate of appropriateness to demolish the former greenhouse portion of a structure located at 24 E. Main Street. The property is residential by design but has recently been approved by the Architectural Review Board to be remodeled and include an addition of a parking lot. The space was formerly used by Griffin's Floral.

Per Section 1157.07(b) any major environmental change to a property located in the Village Center requires a certificate of appropriateness to be issued by the Architectural Review Board. In considering this request for demolition in the Urban Center District, the Architectural Review Board is directed to evaluate the applications based on criteria in Section 1157.09, Demolition of Structures.

**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**

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 1157.09 Demolition, at least one of the following criteria must be met in order to approve the demolition.

1. *The structure contains no features of architectural and historic significance to the character of the individual precinct within which it is located. (1157.09a)*
  - The building appears to be residential structure but has accommodated a commercial use in recent history.
  - According to the Franklin County Auditor, the primary structure was built in 1910 and received a remodel in 1978. The exterior was a cedar shake siding. It does not appear that any architectural or historic significance to the area would be lost with the demolition of this portion of the building, as the greenhouse addition did not match the architectural design of the original structure. The original house built in 1910 will be preserved.
  - The applicant states, “That further inspection of the attached greenhouse structure required demolition due to structural concerns, including lack of foundation, rotted framing, and water damage.”
  - The applicant is proposing to install a window, a double door, and a single door in the area where the greenhouse was once located. The applicant is also proposing to use the same hardie-plank material that was proposed with the remodel November 2018.
2. *There exists no reasonable economic use for the structure as it exists or as it might be restored, and that there exists no feasible and prudent alternative to demolition. (1157.09b)*
  - While the structure is used for commercial use this portion of the building does not appear to be a reasonable economic use for the structure, while demolition could create a better scenario for the redevelopment of the site.
3. *Deterioration has progressed to the point where it is not economically feasible to restore the structure. (1157.09c)*
  - The applicant states that the “greenhouse was constructed on grade with no foundations. It sits directly on the sidewalk... There is no practical means to properly provide thermal and moisture protection to the base of the structure as evidenced by the rotted wood at the base of the walls and along the wall plate.”

## **IX. RECOMMENDATION**

The structure was originally built in 1910 and received a renovation in 1978, according to the Franklin County Auditor. The renovation of the structure was approved by the Architectural Review Board in November of 2018. It appears the greenhouse portion of the structure does not contain features of architectural or historical significance. The original main house built in 1910 is being preserved. Additionally, the applicant indicates the deterioration has progressed to the point where it was not economically feasible to restore the structure since it was never constructed correctly.

Staff recommends approval with condition, provided that the ARB finds the proposal meets sufficient basis for approval (must meet one of the criteria).

## **X. ACTION**

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

**Move to approve application ARB-18-2019 with the following condition including:**

1. The disturbed area of the site is graded and seeded within 60 days of demolition.

**Approximate Site Location:**



Source: Google Maps



**Architectural Review Board Staff Report  
March 11, 2019 Meeting**

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**CERTIFICATE OF APPROPRIATENESS  
NEW ALBANY METHODIST CHURCH EXPANSION MODIFICATION**

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LOCATION: 20 Third Street (PID: 222-000223)  
APPLICANT: The New Albany Company c/o Tom Rubey  
REQUEST: Certificate of Appropriateness for modification to previously approved building elevations, site and landscape plan.  
ZONING: Urban Center District within the Campus subarea  
STRATEGIC PLAN Village Center  
APPLICATION: ARB-16-2019

Review based on: Application materials received on February 14, 2019.

*Staff report prepared by Chris Christian, Planner.*

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**XI. REQUEST AND BACKGROUND**

The application is for a Certificate of Appropriateness for a modification to previously approved building elevations for the new additions of a chapel, foyer and community room at the United Methodist Church.

On November 13, 2017, the Architecture Review Board approved a Certificate of Appropriateness (ARB-57-2017) for the addition of a new chapel, foyer and community room. The application also included a new parking lot and two new curb cuts, one along Third Street and one along Dublin Granville Road.

The applicant is working with the United Methodist Church to make changes to the previously approved application. The applicant indicates that there will be changes to the site plan and landscape plan. The building elevations are to be formally reviewed by the Architecture Review Board at this time. A conceptual site and landscape plan has been submitted to be informally reviewed while the applicant finalizes the plans. The applicant has committed to returning to the ARB in the future for formal review and approval of the site plan and landscape plan.

The building and site under will be built, designed and evaluated under the “Campus” building typology development standards. The Urban Center Code will take precedence over any conflicting standard located in the Codified Ordinances of New Albany. The Urban Center Code is meant to work in conjunction with the Design Guidelines and Requirements.

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

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

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

## **XIII. EVALUATION**

### **A. Certificate of Appropriateness**

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

8. *The compliance of the application with the Design Guidelines and Requirements*

a. It appears that modifications have been made to the following items:

- i. Roof design
  - ii. Door style
  - iii. Building height
  - iv. Window design
  - v. Building materials
  - vi. Patio design
- Section 8 of the Design Guidelines and Requirements (DGRs) provides the requirements for Civic & Institutional within the city. Overall, this building should follow the precedents of traditional American architectural design and be located in an appropriate setting.
  - Per DGR Section 8 (III)(4) civic and institutional designs shall follow the precedents of traditional American architectural designs, with particular care paid to the proportions of wall height to width; roof shape, and proportions of windows and doors, including vertically proportion window panes. The details and design characteristics of the traditional style selected for a new building shall be carefully studied and faithfully rendered in the new building's design. Design of new buildings in New Albany will be based on the precedent of American architectural styles.
  - The city architect has reviewed and commented that, "the new elevations are a significant improvement to the previous iteration. There is now an overall sense of hierarchical balance and proportion, where the brick to glazing ratio feels right, and trim design is scaled appropriately. The use of a brick water table will appear "softer" in the landscape as opposed to a stone base, while having significant windows facing East Dublin Granville Road will address a previous lack of frontality. The larger windows on the side elevations relate nicely with length of

- wall, and addition of shutters add a welcome touch of detail. The revised scheme creates harmonious architecture that will make all church members, and the community, proud.”
- Staff recommends all the previous conditions of approval, including one requiring the rooftop units be screened on all four sides, final screening be subject to staff’s approval still apply. The rooftop units are not shown and staff recommends that this condition still apply.
  - Per DGR Section 8(II)(1) the settings for new civic and institutional building shall be appropriate for the architectural styles in which they are built. In general, more ornate buildings of large scale require a large, formal setting with a suitably large approach drive or lawn. The top of the steeple is approximately 59 feet +/- in height from grade. Originally, the top of steeple was 79 +/- feet in height from grade. The height of the building has been reduced and the shape of the roof has been modified as well. These changes appear to be appropriate for this site.
  - Per DGR Section 8(III)(3) traditional practice states that the entrances to civic and institutional buildings shall be oriented toward primary streets and roads and shall be of a distinctive character that makes them easy to locate. Entrances shall be scaled and detailed to match the scale and detail of interior public spaces. As proposed entrances and windows will be located on the façades that front onto Dublin-Granville Road and Third Street. The proposed entrances and windows appear to meet the requirements of the DGRs.
  - This building has four sided architecture and uses brick as a primary building material. Originally, the proposal included hardie board and cast stone as building materials. The applicant has simplified the design by using brick as the sole primary building material. Staff is supportive of this since it is appropriate and meets the recommendations found within the DGRs. Originally, fypon trim was proposed to be used as a building material however it is not indicated on the proposed plans. Staff recommends that the Architecture Review Board confirm if the fypon trim will be used as a building material.
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.*
- a. The applicant submitted a conceptual site and landscape plan to be informally reviewed by the Architecture Review Board. Staff recommends a condition of approval that the applicant returns to the Architecture Review Board for formal review of the conceptual site and landscape plans included in this application once these plans are finalized.
  - b. The city landscape architects stated the changes were appropriate and the greenspace along Dublin Granville Road was more consistent with the surrounding area.
10. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
- The site has an existing 27,766 square foot church. It appears that the proposed improvements will enhance the appearance of this corridor within the city by improving the site and providing an appropriately styled building to the Village Center.

11. *All buildings, structures and sites shall be recognized as products of their own time.*
  - The proposed building is new construction and appears to be a product of its own time.
  
12. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
  - a. Not applicable.
  
13. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
  - Not Applicable.
  
14. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*
  - Not Applicable.

**Urban Center Code Compliance**

2. 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	+/- 4.246 acres
Lot Width	No min	No max	+/- 410 feet on Dublin Granville Road and +/- 557 feet on Third Street [Meets requirement]
Lot Coverage	No min	No max	69% This number is based on previously approved application. The Architecture Review Board will review future changes.
Street Yard	30 feet	No max	+/- 110 feet along Dublin Granville Road [Meets requirement] +/- 123 feet along Third Street [Meets requirement] This number is based on previously approved application. The Architecture Review Board will review future changes.
Side Yard	20 feet	No max	85 +/- feet. This number is based on previously approved application. The Architecture Review Board will review future changes.
Rear Yard	20 feet	No max	N/A [Meets requirement]
Building Width	No min	No max	+/- 70 feet along Dublin Granville and +/- 280 feet along Third Street (this measurement includes the existing building, the addition alone is +/- 150

			feet).
Stories	1	4	1 story at entrance on Third Street, 2 stories at entrance on Dublin Granville Road due to a grade change [Meets requirement]
Height	No min	55 feet	30 +/- feet to top of roof (meets code; the steeple is 29 +/- feet and is not included in the height measurement according to C.O. 1165.05.)

- C.O. 1165.05 states, “Height regulations specified in the various zoning districts shall not apply to chimneys, tanks, cupolas, domes, spires, or other similar structures attached provided that the height of all structures and building, including those mentioned above, shall not constitute hazard to safe landing and take-off of aircraft from an established airport.” Steeples are considered to be another similar structure to the list above.

#### **XIV. RECOMMENDATION**

The ARB should evaluate the overall proposal based on the requirements in the Urban Center Code, and Design Guidelines and Requirements. The application should be evaluated on the design of the design of the building and use of materials. The applicant will return to the ARB for revisions to the site and landscape plans. The proposed design incorporates different building sections such as the chapel and foyer area to tie together the existing and proposed structures. Due to a large drop in elevation on the site from Main Street to Dublin-Granville Road the new chapel is two stories to meet the existing finished floor. The proposed changes to the elevations, including reducing the overall height of the addition appears to be appropriate.

The church today is designed with its “back” turned to Dublin-Granville Road. However, this new building expansion will front on Dublin-Granville Road and is at the entrance to the city’s Village Center along this corridor. Staff feels that the applicant has successfully designed the church to include a prominent doorway and windows to create a new entrance on Dublin-Granville Road.

Staff recommends approval of the Certificate of Appropriateness for the expansion provided that the ARB finds the proposal meets sufficient basis for approval with staff’s recommended conditions.

#### **XV. 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-86-2018, with the following conditions:



1. The applicant returns to the Architecture Review Board for formal review of the conceptual site and landscape plans included in this application once these plans are finalized.
2. The conditions of approval placed on the approval of the original Certificate of Appropriateness application ARB-57-2017 as approved by the Architectural Review Board on November 13, 2017 still apply.

**APPROXIMATE SITE LOCATION:**



Source: Franklin County Auditor