



Architectural Review Board

Meeting Minutes

May 13, 2019

7:00 p.m.

New Albany Architectural Review Board met in regular session in the Council Chambers at Village Hall, 99 W Main Street and was called to order by Architectural Review Board Chair Mr. Alan Hinson at 7:00 p.m.

Those answering roll call:

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

Staff members present: Steven Mayer, Development Services Manager; Chris Christian, Planner; and Josie Taylor, Clerk

Mr. Hinson called for an action on the minutes from of the April 8, 2019.

Mr. Iten noted a correction to be made on the spelling of his name from " " to "Iten" on page 3, second paragraph of the minutes.

Moved by Iten, seconded by Mr. Hinson to approve the April 8, 2019 meeting minutes with the correction of Mr. Iten's name. Upon roll call: Mr. Iten, yea; Mr. Hinson; yea; Mr. Strahler, yea; Mr. Brown, yea; Mr. Thomas, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 7; Nay, 0; Abstain, 0. Motion passed by a 7-0 vote .

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

Mr. Christian stated none from staff.

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

Mr. Hinson noted one visitor not on this evening's agenda, Ms. Maria Schaper, had checked in.

Moved by Mr. Thomas, seconded by Mr. Strahler to accept the staff reports and related documents into the record. Upon roll call vote: Mr. Thomas, yea; Mr. Strahler, yea; Mr. Hinson, yea; Mr. Iten, yea; Mr. Brown, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 7; Nay, 0; Abstain, 0. Motion carried by a 7-0 vote.

ARB-31-2019 Certificate of Appropriateness

Certificate of Appropriateness to relocate an existing wall sign at 245 East Main Street for First and Main Senior Living facility (PID: 222-000088-00).

Applicant:ProSign Studio

Ms. Chris Christian presented the staff report.

Mr. Iten asked staff where the location for the next building planned in the complex would be built.

Mr. Mayer replied that it would be on the same elevation as the proposed sign would be located.

Mr. Iten indicated that meant the sign being reviewed tonight would then eventually have to be moved.

Mr. Iten asked if speakers for the applicant were present.

Ms. Sheila Stouder stated she was the Executive Director of First and Main Senior Living Facility.

Mr. Iten indicated the application did not include proposed lighting for the moved location.

Ms. Stouder replied that was going to be a question, if it were possible to have the lighting moved along with the signage.

Mr. Iten asked what would happen to the gooseneck lights that are currently where the sign is now located.

Ms. Stouder replied the gooseneck lights would move with the sign if that were possible.

Mr. Iten stated he would want to know the staff's reaction to that.

Mr. Iten also noted he had two further questions, first would the blade signs stay where they were and would there be no signage on the back side of the building?

Ms. Stouder indicated this was correct.

Mr. Mayer replied that in response to the question regarding the movement of the lights with the sign to between the second and third stories of the building, the move was permitted by Code for downcast lighting and there was believed to be sufficient space for the both the lights and the sign.

Mr. Hinson asked if this would be backlit?

Mr. Mayer stated he did not believe it was.

Mr. Hinson then added he agreed with Mr. Iten that the lighting should be moved with the signage in a similar manner, lighting, and style as in the existing location.

Mr. Brown stated the gooseneck fixtures should also be moved with the signage.

Mr. Hinson agreed.

Moved by Mr. Iten, seconded by Mr. Hinson to approve ARB-31-2019 with the conditions that:

1. the lighting fixtures on the rear be moved with the sign to the new location; and
2. the specific location be subject to staff approval.

Upon roll call vote: Mr. Iten, yea; Mr. Hinson, yea; Mr. Maletz, yea; Ms. Briggs, yea; Mr. Thomas, yea; Mr. Brown, yea; Mr. Strahler, yea. Yea, 7; Nay, 0; Abstain, 0. Motion carried by a 7-0 vote.

ARB-32-2019 Certificate of Appropriateness

Certificate of Appropriateness to install a new hanging sign at 15 North High Street for Busch Tax Company (PID: 222-000356).

Applicant: ProSign Studio

Mr. Chris Christian presented the staff report and noted that the certificate of appropriateness was for the installation of a projecting sign, not a hanging sign at the Busch Tax Company.

Moved by Mr. Hinson, seconded by Mr. Thomas to approve ARB-32-2019. Upon roll call vote: Mr. Hinson, yea; Mr. Thomas, yea; Mr. Brown, yea; Mr. Iten, yea; Mr. Strahler, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 7; Nay, 0; Abstain, 0. Motion carried by a 7-0 vote.

FDP-34-2019 Final Development Plan

Final Development Plan for the Englefield gas station and convenience store located at the corner of US-62 and Theisen Drive (PID: 222-004730-00).

Applicant: EMH&T c/o Katie Miller

Mr. Chris Christian presented the staff report.

Mr. Christian noted that normally only the Architectural Review Board (hereafter, "ARB") would review something to be in the Village Center, but this applicant opted to develop under the PUD zoning requirement rather than the Urban Center Code. Mr. Christian stated this means the approval track for this would have the ARB review and approve the plan as well as the Planning Commission.

Mr. Christian noted that this applicant was seeking a conditional use application as well as four (4) variance requests with this development plan which the Planning Commission would be reviewing on May 20, 2019.

Mr. Iten asked for confirmation that the ARB would not be hearing the variance requests as the Planning Commission would do that.

Mr. Christian said that was accurate.

Mr. Christian also noted that normally the ARB would review the architecture against the DGR requirements, but because this plan is under the PUD there are certain PUD requirements that trump the DGR requirements, which are referenced in the staff report.

Mr. Christian also noted that conditions 2 and 7 in the staff report should be revised to read:

2. The existing 4 rail horse fence be relocated to 10 feet outside the right-of-way and the leisure trail along Theisen to be located 8 feet away from the horse fence.
7. The first curb cut on Theisen Drive be converted to a right out only.

Mr. Iten asked if MKSK was the city's landscape architect on this.

Mr. Christian stated that was correct.

Mr. Iten asked for confirmation that the ARB was not reviewing if this facility should be placed in this location, as the Planning Commission would make that determination, but rather ARB is to consider the look of the facility if the Planning Commission were to approve the location.

Mr. Mayer stated that was correct.

Mr. Iten asked for clarification from staff. Mr. Iten noted staff had recommended the landscape architect's input be factored in the ARB's review, yet one of the landscape architect's comments says to strongly consider removing the NW curb cut along Theisen Drive but elsewhere staff is assuming there are two (2) curb cuts on Theisen Drive. Mr. Iten asked if staff was intending to disregard recommendation 3 from the landscape architect.

Mr. Mayer indicated that was correct.

Mr. Iten asked for confirmation that although the site design shows a sign on the building, the ARB would not be considering a sign this evening and later signs for this location would be considered by the ARB in the future.

Mr. Mayer indicated that was correct, the signs presented in the site plan were placeholders used for reference, not actual signs.

Mr. Hinson noted that the last time signage was reviewed for Duchess at routes US-62 and SR-161 there were a substantial number of variance requests for colors, number of signs, etc.

Mr. Hinson asked about the curb cuts along Theisen Drive that appeared to be blended with the fire station at that location.

Mr. Mayer indicated they had been aligned.

Mr. Hinson asked if Ms. Katie Miller was to speak for the applicant.

Ms. Miller indicated she was present but would not yet be speaking.

Mr. John Gordon, of the Englefield Oil Company, stated this proposed location was to replace a current location in the Village Center that is being closed. Mr. Gordon noted that he would like to make the Theisen Drive entrance designated as right-in/right-out only conditional on the entrance on US-62 begin granted. Mr. Gordon also stated that the US-62 consideration involves a reduction of the current fifty (50) mile per hour limit down to thirty-five (35) miles per hour.

Mr. Brown noted he too had questions regarding that same right-in/right-out entrance and asked how far along the issue was with the Ohio Department of Transportation (hereafter, "ODOT").

Mr. Mayer stated staff did not have any updated information on the speed limit issue. He noted the improvements on the Windsor to Walton Road Project, which would redesign a portion of US-62 to add bike lanes and include leisure trail improvements, would also seek speed limit reduction from the City, but because this section of US-62 is under ODOT review, they have that determination to make.

Mr. Brown noted that he assumed a right-in/right-out entrance would be more likely on US-62.

Mr. Gordon noted that had not been shown on the plan due to the median in place at that location.

Mr. Brown asked what would occur if ODOT did not grant the speed reduction, would that mean that acceleration and deceleration lanes would need to be added.

Mr. Gordon replied that he could not answer that question because if the speed reduction were not granted then he did not know if the state would grant the entrance at all.

Mr. Brown asked if truck routing for fuel trucks would be done on the site and whether this particular curb cut was required as part of the routing for fuel trucks on the site?

Mr. Gordon stated the applicant anticipated fuel trucks would enter the location from behind the store and exit onto US-62.

Mr. Brown stated a reduction in the width of the curb cut had been mentioned and wanted to know if the thirty-five (35) foot width would be a problem for the fuel trucks.

Mr. Gordon replied that if the fire station was used for comparison, their entrance appears to be forty-five (45) feet wide on Johnstown Road. He stated this location would have similar sized vehicles entering and exiting the lot, so perhaps a compromise to forty (40) feet wide would be a good compromise.

Mr. Brown asked if a traffic routing plan could be provided to the ARB.

Mr. Maletz asked staff if a signal light was planned for Theisen Drive.

Mr. Mayer stated there was a plan to study when future need would require a signal light at that location, but did not know that a signal light would be in place on day one.

Mr. Thomas noted that even if the speed reduction were granted, the location comes up to the highway and the speed limit at some point is fifty (50) miles per hour. He noted that people are going to be accelerating and, without a deceleration lane, there will be people who decide to use the location at the last minute and stated it would be safer to have a wider curb cut.

Mr. Gordon stated that was why he had asked for the forty (40) foot curb cut width to better accommodate fuel, food, drink, and other trucks that need to access the site.

Mr. Thomas noted the plans asked for forty-five (45) foot wide curb cuts.

Mr. Gordon stated he had requested forty-five (45) foot wide curb cuts on the plans, staff had requested thirty-five (35) foot curb cuts, and he is now asking for a forty (40) foot curb cut as a compromise.

Mr. Thomas asked if the forty (40) foot curb cut would work.

Mr. Gordon stated yes.

Mr. Maletz asked if there was a contingency plan in place if the curb cut on US-62 were not granted.

Mr. Gordon replied that in that case he would like to have double access on the side road with in-and-out on both sides.

Mr. Maletz indicated this could create a traffic challenge and this was why he had earlier asked about the signaling at Theisen Drive because two entrances would impact how traffic accesses the site.

Mr. Shull noted there was a potential to extend Theisen Drive on the northern site for future development.

Mr. Mayer stated that was correct.

Mr. Shull stated that would mean a signal light could be there in the future.

Mr. Maletz asked if for some reason the primary entrance by default ended up on US-62, would that change the feelings about the location of the canopied area?

Mr. Gordon replied it would not.

Mr. Hinson asked how the flow of traffic lining up for gas would move on the site.

Mr. Gordon replied that the location of the fuel pumps was set to avoid a situation where they were placed closer to the entrances.

Mr. Maletz noted that currently the ARB was dealing with some 'ifs' and noted there were contingencies about what would or would not be approved, but noted that based on the descriptions provided, he saw the importance of a right-in/right-out entrance, but is concerned with the orientation of the entrance on US-62 leading to the canopy.

Mr. Gordon stated the canopy was in place to line up with the fire station.

Mr. Maletz stated that the proximity of the entrance to the intersection created problems for access to the site and the intersection, particularly if the intersection becomes signaled in the future. Mr. Maletz stated he would be more supportive of the curb cut being what it needs to be, whether thirty-five (35) or forty-five (45) feet wide.

Mr. Maletz noted it was a well thought out submission and was architecturally appropriate for its location. Mr. Maletz noted he had one concern with the canopy as it seems out-of-place given the charm of the fueling station and asked if the look of the canopy could be further designed to better fit with the look of the site and tie it all together.

Mr. Hinson asked if the canopy was standard across the franchise.

Mr. Gordon replied that it was standard but noted that while the canopy would normally have a fascia, this community did not want the fascia on this canopy due to its color, so the canopy is currently showing as white. Mr. Gordon noted that the applicant is working with staff on the design of the of the canopy poles for this site, even though the plan currently shows them as brick.

Mr. Carter Bean, of Bean Architects, stated that clipped corners were standard for the canopy and have a graphic, but canopy could be squared off if that simplified look were preferred, adding that with canopies less is more to avoid distraction.

Mr. Brown asked if the city architect had commented on the canopy.

Mr. Mayer indicated the city architect has provided initial comments, but there had not been any discussions with him yet and factors including column and canopy design warranted further study. Mr. Mayer noted that recommendations from the ARB were requested.

Mr. Iten asked if it might better to not vote on this matter at this time.

Mr. Maletz indicated much of the plan worked well, but he also believed this issue warranted further study and asked if there was a way to allow for future review on this issue.

Mr. Iten indicated it could be left up to the review of the City Architect or staff approval.

Mr. Brown noted that he believed some emphasis should be placed on the need to have a final review on the final canopy design.

Mr. Strahler asked the applicant if they were comfortable on the recommendations made for the landscape plan, including the additional trees at the back of the lot.

Mr. Gordon and Ms. Katie Miller replied yes.

Mr. Maletz asked staff if the trees, as currently shown, if there had been an effort to straddle the fence on either side. He noted that he thought the plan was, along US-62, that the trees were to be more varied on either side of the fence.

Mr. Hinson stated they were to be clustered in a manner similar to what had been done at Marburn Academy.

Mr. Maletz stated that answered his question.

Mr. Strahler asked if the shrubbery around the parking areas was to be thirty (30) inches at the time they were installed.

Mr. Mayer indicated the Code allowed plantings a certain amount of time to reach a certain height.

Mr. Strahler stated he preferred to have more mature plants used at installation time and to have them be thirty (30) inches as time of installation.

Mr. Hinson agreed that more mature plants should be used.

Mr. Strahler asked if the dumpster screening was to be white.

Mr. Gordon replied that it was white.

Mr. Strahler asked if the Planning Commission was to review the light fixtures.

Mr. Mayer noted the lights were part of the site design which the ARB could provide a recommendation. He noted the light fixtures should be downcast and cut off to ensure lighting is contained on site

Mr. Iten asked staff if that was condition 4 on the staff report.

Mr. Mayer stated that was correct.

Mr. Gordon asked if the cut off for the lights being discussed was that at the entrances.

Mr. Mayer replied any site lighting to be downcast and cut off so it would not shine out.

Ms. Maria Schaper stated she was a resident of the Windsor community. Ms. Schaper noted the Windsor neighborhood and the surrounding community are very walkable community. She noted the gas station, and particularly the convenience store could offer walkable amenities for residents if there were safe access to the convenience store for residents. Ms. Schaper asked the ARB to consider moving the orientation of the convenience store more toward US-62 on the west side of the site, which would also buffer the canopy she noted. Ms. Schaper asked if a pedestrian only entrance were possible close to the convenience store to minimize pedestrian and vehicle conflicts rather than, as now shown on the plan, where pedestrians were crossing where cars were driving. Ms. Schaper also stated there were no direct pedestrian only walkways onto the site and hoped that this development would be done in conjunction with the signal light at US-62 and Theisen Drive.

Mr. Hinson asked if Ohio Department of Transportation (hereafter, "ODOT") studies allowed for pedestrian traffic and residential density nearby?

Mr. Mayer replied that he was not sure what ODOT considers when looking at speed reductions and roadway designs. Mr. Mayer indicated the city did share those concerns regarding safe pedestrian access to the sites.

Mr. Hinson asked if the development plan and the traffic lights would all be part of one package.

Mr. Mayer replied that was not the case. The timing of the installation of the light is still to be determined and staff is still creating the infrastructure improvement plans with the City Engineer. Mr. Mayer said that at this time there has not been a determination of whether a signal light is needed. Mr. Mayer also noted this development and the light consideration were separate projects.

Mr. Hinson noted that this site was close to school buildings and it is likely school children will make their way to the convenience store, as well as being close to the Windsor neighborhood which also has a population of children that would seek to access the site. Mr. Hinson noted it was important to consider the pedestrian use of this development.

Mr. Thomas asked if the intersection does not meet the ODOT warrants for a light, would ODOT be involved if a pedestrian walkway and signal keys would be put up to slow down traffic.

Mr. Mayer stated ODOT would not be involved as that would be a city improvement led by the city. Mr. Mayer stated safe pedestrian crossing would be looked at as the city studies this.

Mr. Strahler asked the applicant if they would be amenable to putting a separate pedestrian entrance.

Mr. Gordon stated the development planned to have bicycle racks and air for bicycles. He noted there was an access, off the sidewalk, to the convenience store and indicated he thought this was the safest access point on the site.

Mr. Thomas asked if there was a way to create a path for pedestrians so they would not walk through landscaped areas.

Mr. Brown stated the applicant would need an internal route.

Mr. Gordon asked if the city's leisure path would be installed on US-62.

Mr. Mayer indicated it would be.

Mr. Gordon said he was not clear where the ARB was referring.

Mr. Thomas indicated that if there were a crosswalk it would likely cross at a location where pedestrians ended up at a fenced in area.

Mr. Maletz noted that children were likely to walk through the landscaping if unimpeded and it would be a good idea to promote a connection to the store in a safe and logical manner.

Mr. Brown noted did not want to endorse walking near the fuel dispensers.

Mr. Hinson noted the applicant could deter access with mounding and landscaping

Mr. Gordon noted the development tried to show access from the sidewalk.

Ms. Schaper asked if there was a way the convenience store and the canopy could be switched to make the convenience store closer to the sidewalk.

Mr. Gordon replied it could not.

Mr. Thomas asked if staff could take the comments and share them with the Planning Commission.

Mr. Mayer replied the ARB could make a formal motion, as it normally does, and any condition of approval would be a recommendation to the Planning Commission and, as part of their general consideration, any general comments from the ARB would be passed on.

Moved by Mr. Brown, seconded by Mr. Thomas to approve FDP-34-2019 with the following conditions:

1. The final design and materials for the gas station canopy and columns are subject to staff approval and the city architect review for coordination with the building.
2. The existing 4 rail horse fence will be relocated to 10 feet outside the right-of-way and the leisure trail along Theisen to be located 8 feet away from the horse fence.

3. The city landscape architect's comments are addressed and subject to staff approval and thirty (30) inch, at time of installation, parking screening be used.
4. Cut off light fixtures must be used on the site.
5. The US-62 curb cut final design is subject to staff approval in order to address any ODOT conditions. If the curb cut is not approved, the streetscape design must continue throughout the entire lot frontage.
6. The curb cut along US 62 be reduced to 40 feet.
7. The first curb cut on Theisen Drive be converted to a right in, right out only. However, if the curb cut along US-62 is not approved this drive will remain full access, if through a traffic study, it is determined that this curb cut is necessary.
8. The City Engineer's comments are addressed, subject to staff approval.
9. The proposed sign along US-62 be relocated to be centered between the horse fence and the leisure trail, out of the right of way.
10. Planning Commission to provide further consideration on pedestrian access.

Upon roll call vote: Mr. Brown, yea; Mr. Thomas, yea; Ms. Briggs, yea; Mr. Maletz, yea; Mr. Iten, yea; Mr. Strahler, yea; Mr. Hinson, yea. Yea, 7; Nay, 0; Abstain, 0. Motion carried by a 7-0 vote.

Moved by Mr. Strahler, seconded by Mr. Iten, to adjourn the meeting. Upon roll call vote: Mr. Strahler, yea; Mr. Iten, yea; Mr. Brown, yea; Mr. Thomas, yea; Mr. Hinson, yea; Mr. Maletz, yea; Ms. Briggs, yea. Yea, 7; Nay, 0; Abstain, 0. Motion carried by a 7-0 vote.

Meeting adjourned at 8:14 pm.

Submitted by Josie Taylor.

APPENDIX



Architectural Review Board Staff Report May 13, 2019

FIRST AND MAIN—SIGN RELOCATION CERTIFICATE OF APPROPRIATENESS

LOCATION: 245 East Main Street
APPLICANT: ProSign Studio
REQUEST: Certificate of Appropriateness
ZONING: Urban Center Code Village Core Sub-District
STRATEGIC PLAN: Village Center
APPLICATION: ARB-31-2019

Review based on: Application materials received April 12 and April 24, 2019.

Staff report prepared by Chris Christian, Planner.

I. REQUEST AND BACKGROUND

The applicant requests a certificate of appropriateness to allow the relocation of an existing wall sign for the First and Main Senior Living Senior Living at 245 East Main Street. The sign is currently installed on the southeast, parking lot elevation between the second and third story windows, above the canopy. The applicant proposes to relocate the sign to northern, Main Street elevation, between the second and third story windows in order to increase visibility from the public street.

On December 12, 2016 the Architecture Review Board approved a sign package for First and Main. The sign package included a wall sign installed on the parking lot elevation and two blade signs along the Main Street elevation. The approval included two waivers for the wall sign that still apply to this application. One waiver was to allow the wall sign to have an area greater than 40 square feet and the second waiver was to allow the sign lettering to be greater than 24 inches. On November 13, 2017 the Architecture Review board approved a certificate of appropriateness to allow the wall sign to be moved over the canopy on the parking lot elevation.

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

First and Main Senior Living Center was built in 2016 and is zoned under the Urban Center Code and is located within the Village Core sub-district. Therefore, the city's sign code regulations apply to the site.

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 including, but not limited to, projecting, awning and wall signs. There are currently three signs installed on the building including one wall sign on the parking lot elevation and two blade signs.

Wall Sign Board

- City sign code Chapter 1169.16(d) permits a maximum area of 40 square feet based on the building's frontage and allows one wall sign per business entrance and requires a minimum sign relief of one inch. External illumination is allowed. The applicant proposes one wall sign with the following dimensions:

- a. Size: 201"x 34.45" [meets code].
- b. Area: 48.09 square feet [Does not meet code. Permitted via ARB previous waiver approval for this same sign].
- c. Location: the sign is proposed to be installed on center between the second and third story floor windows. [meets code].
- d. Lighting: None provided [meets code].
- e. Relief: four inches [meets code].
- f. Colors: green and white (total of 2) [meets code].
- g. Lettering Height: 26.83" [Does not meet code. Permitted via ARB previous waiver approval for this same sign]

- The sign will read "First & Main".

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

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

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

- The sign appears to be positioned in a suitable location since it does not block any architectural features.

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

- The building is a product of its own time and as such should utilize signs appropriate to its scale and style, while considering its surroundings. Currently, the wall sign is installed on the parking lot elevation, above a canopy, between the second and third story windows. The applicant is proposing to relocate the sign to a different elevation that is perpendicular to Johnstown Road. The sign will remain between the second and third story windows. The new location on the building appears appropriate due to the scale of the sign and structure. The applicant states that reason for moving this sign to this elevation is to increase visibility from the road, specifically from State Route 161.
 - The building has two existing blade signs on the Main Street elevation. The city's urban design consultants, MKSK, reviewed the application and stated that the proposed location is appropriate on this elevation. Relocating this sign to the first story on this elevation would cause an architectural juxtaposition and may appear to conflict with the existing pedestrian oriented signage on the Main Street elevation.
 - City code encourages pedestrian oriented signage in the Village Center. The building is located on the urban edge of the Village Center. Beginning at this building, the Village Center transitions to a more rural setting by incorporating leisure trail and larger building setbacks. Given the contextual location of the building, the second story signage does not appear out of character this section of the Village Center.
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.*
- It does not appear that the sign will affect the original structure, if removed or altered in the future.

IV. RECOMMENDATION

Staff recommends approval of this application provided that the ARB finds that the proposal meets sufficient basis for approval. Currently the wall sign is installed on the parking lot elevation, above a canopy between the second and third story windows. The applicant proposes to move the sign to a different elevation however the sign will remain between the second and third story windows. The city's encourages pedestrian scaled signage within the Village Center. However, this site is within a transitional area of the Village Center where Johnstown Road widens for the State Route 161 intersection. By approving this application the building will have a mix of pedestrian and vehicular oriented signs on the building which may be appropriate given the transitional environment from pedestrian to vehicular.

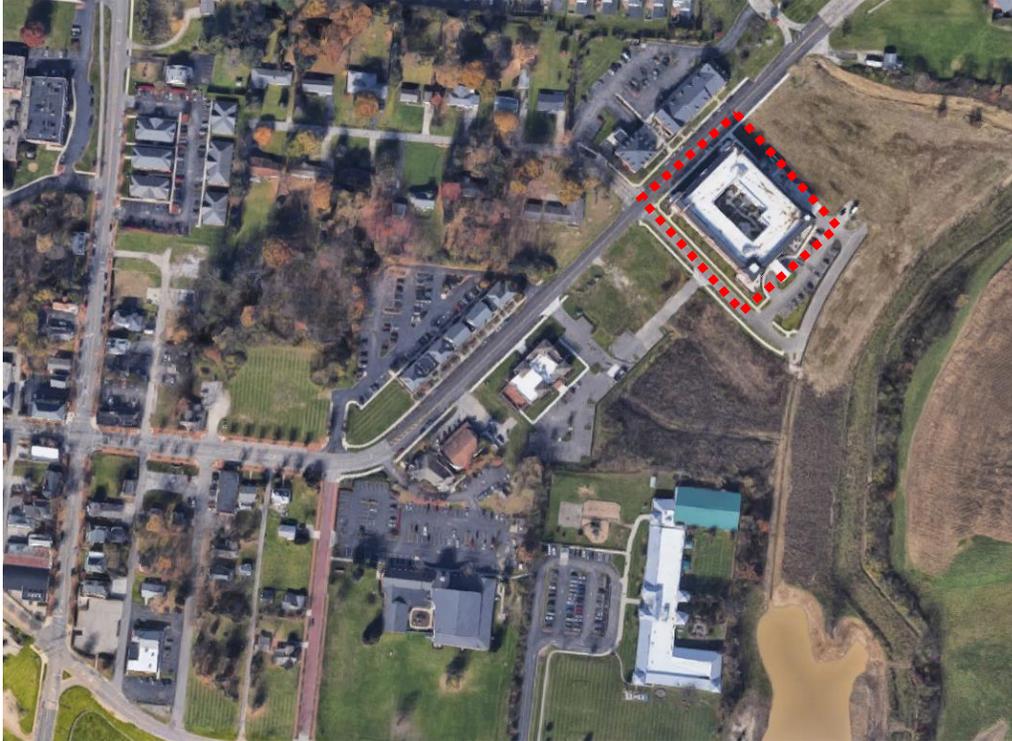
V. ACTION

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-31-2019:

Move to approve Certificate of Appropriateness for application ARB-31-2019.

Approximate Site Location:



Source: Google Earth



**Architectural Review Board Staff Report
May 13, 2019 Meeting**

**CERTIFICATE OF APPROPRIATENESS
BUSCH TAX COMPANY – SIGNAGE**

LOCATION: 15 North High Street
APPLICANT: ProSign Studio
REQUEST: Certificate of Appropriateness
ZONING: UCD (Urban Center District) Historic Center sub-district
STRATEGIC PLAN: Village Center
APPLICATION: ARB-32-2019

Review based on: Application materials received April 12 and May 1, 2019.

Staff report prepared by Chris Christian, Planner

VI. REQUEST AND BACKGROUND

The applicant is requesting a certificate of appropriateness to allow a new projecting sign to be installed along and perpendicular to High Street for Busch Tax Company.

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

VII. SITE DESCRIPTION & USE

The property is zoned UCD (Urban Center District) and is within the Historic Center sub-district. The site was previously home to Hope Hair Salon, which had similar sign as what is being proposed for Busch Tax Company.

VIII. EVALUATION

Certificate of Appropriateness

The ARB's review is pursuant to the U.S. Bank Center Development Zoning Text and 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 Design Appropriateness**, the modifications to the building and site should be evaluated on these criteria:

8. *The compliance of the application with the Design Guidelines and Requirements and Codified Ordinances.*
 - Per the city's sign code section 1169.14(a) each building or structure in the Historic Core sub-district shall be allowed three (3) sign types. Projecting signs are

a permitted sign type within the Historic Core sub-district. The applicant is proposing to install a new projecting sign with the following dimensions.

Projecting Sign

- City sign code Chapter 1169.16(h) permits a maximum area of 6 square feet per a sign face and allows one projecting sign per business entrance with a minimum sign relief of one inch. External illumination is allowed. The applicant proposes a projecting sign with the following dimensions:
 - h.* Size: 24” x 24” [meets code].
 - i.* Area: 3.14 square feet [meets code].
 - j.* Projection: 28.5 inches [meets code].
 - k.* Clearance: The code requires a minimum 8 foot vertical clearance from the sidewalk. The applicant is proposing to install the projecting sign over a landscape area therefore staff believes that this requirement is being met.
 - l.* Relief: 3.25 inches [meets code].
 - m.* Location: Installed with a sign bracket on the High Street elevation adjacent to a business entrance [meets code].
 - n.* Lighting: No lighting proposed [meets code].
 - o.* Colors: blue, tan and white (total of 3) [meets code].
 - p.* Material: PVC sign panel with vinyl lettering [meets code]

- The projecting sign is perpendicular to Main Street and will read “Busch Tax Company” along with a letter logo, “BTS”.

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.*

- Projecting signs are a permitted sign type within the Historic Core, and are appropriate for this tenant space.

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

- The proposed sign does not block any architectural features of the building.

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

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

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

- Not Applicable

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

- Not Applicable

14. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*

- It does not appear that the sign will affect the original structure, if removed or altered in the future.

IX. RECOMMENDATION

Staff recommends approval of this application provided that the ARB finds that the proposal meets sufficient basis for approval. The proposed wall sign appears to be consistent with the architectural character of the existing site as well as the overall Village Center and is appropriate for this space.

X. ACTION

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

Suggested Motion for ARB-32-2019:

Move to approve Certificate of Appropriateness application ARB-32-2019.

Approximate Site Location:



Source: Google Maps



**Architectural Review Board Staff Report
May 13, 2019 Meeting**

**CERTIFICATE OF APPROPRIATENESS
ENGLEFIELD OIL FDP**

LOCATION: Located at the corner of US-62 and Theisen Drive
(PID: 222-004730-00)
APPLICANT: EMH&T c/o Katie Miller
REQUEST: Final Development Plan
ZONING: Comprehensive Planned Unit Development (C-PUD) Subarea 3E:
Route 62 Commercial
STRATEGIC PLAN: Village Center Mixed Use
APPLICATION: FDP-34-2019

Review based on: Application materials received April 12 and April 29, 2019.

Staff report prepared by Chris Christian, Planner

XI. REQUEST AND BACKGROUND

The application is for a Certificate of Appropriateness for a preliminary and final development plan for the proposed Englefield Oil development at the corner of US 62 and Theisen Drive. The Architectural Review Board is to review the preliminary and final development plan proposal and make a recommendation to the Planning Commission. The development includes a refueling station and associated convenience store.

The property is zoned under the 1998 NACO C-PUD text Subarea 3E: Route 62 Commercial zoning text and is located within the Architectural Review Overlay boundary. Per Codified Ordinance 1158.03 (C), properties within the Architectural Review Overlay District that had existing zoning in place before Chapter 1158 of the city code was adopted in 2011 are permitted to either develop under the requirements of the underlying zoning or the requirements of the Urban Center Code.

The applicant has elected to develop under the pre-existing 1998 NACO C-PUD zoning therefore the requirements of the zoning text along with the requirements in city code apply to this site.

Per Codified Ordinance 1157.08(b)(2), in the case of a Certificate of Appropriateness application for a property in a Planned Unit Development (PUD) Zoning District within the Village Center Area, the Architectural Review Board shall review the proposal and make a recommendation to the Planning Commission at the time of a preliminary development plan. In this case, the application is a combined preliminary and final development plan.

The zoning text designates gas stations as a conditional use which will be reviewed by the Planning Commission. Additionally, the applicant is requesting four variances to be reviewed by the Planning Commission. The four variances include:

- A. Variance to section 3e.01(2) of the zoning text to allow the setback along the northern property boundary to be 10 feet where the zoning text requires a 30 foot setback.
- B. Variance to section 3e.02(4) of the zoning text to allow 31 parking spaces where the zoning text requires 63 parking spaces based on the area calculations of the building and gas canopy.
- C. Variance to section 3e.03(6)(a) to allow Blue Rhino propane tanks and an ice freezer to be stored outside the permitted structure where the zoning text prohibits storage of products outside the permitted structure.
- D. Variance to C.O. 1165.10(h) to allow a gasoline service station to be located within 200 feet of any zoning district where residences are permitted.

XII. SITE DESCRIPTION & USE

The site is located on the edge of the Village Center, adjacent to the Plain Township Fire Department near State Route 161. It is generally located east of US 62, north of Theisen Drive, and west of Rose Run. The site is undeveloped. The proposed development includes a gas station and an associated 5,275 square foot convenience store.

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.

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

- The purpose of the New Albany Design Guidelines and Requirements is to help ensure that the New Albany community enjoys the highest possible quality of architectural design.
- The site falls under Section 3 of the Design Guidelines and Requirements, Village Center Commercial. Overall, this building should follow the precedents of traditional American architecture and be located in an appropriate setting.
- The development includes a gas station canopy as well as a 5,275 square foot convenience store located at the edge of the Village Center, close to the US 62-161 Interchange. While this site falls under the designation of the Village Center, this area serves as a transition between the retail/office setting north of State Route 161 and the pedestrian oriented section of the Village Center to the south.
- DGR Section 3(II)(A)(1) states that "buildings shall follow the stylistic practice of traditional American commercial architecture." The applicant states that the traditional American architectural precedent for this development is barn vernacular. The city architect reviewed the application and provided the following comments:
 - "The submitted design for the Duchess gas station and convenience store is consistent with the requirements of the city's Design Guidelines and Requirements. The overall massing is clean and effective, following a rural

aesthetic in both proportion and materials. The glass to wall ratio is appropriate for this architectural style and the adornments and color scheme compliment the surrounding environment.”

- The addition of the trellis on the US 62 elevation as well as the rear elevation compliment the architectural tradition and breaks up the massing of the building while achieving a functional purpose of providing an outdoor space for people to gather and screening the rooftop mechanical units for sight and sound.
- The pitched, standing seam metal roof and addition of a cupola contribute to the success of achieving the desired barn vernacular architectural precedent.
- DGR Section 3(II)(A)(2) states that building designs shall not mix elements from different styles. The proposed convenience store meets this requirement, carrying the barn vernacular precedent on every façade of the building.
- DGR Section 3(II)(A)(3) states that commercial storefront design shall follow traditional practice, including the use of bulkhead, display windows, and transom windows. Additionally, all visible elevations of a building shall receive similar treatment in style, materials, and design so that no visible side is of a lesser visual character than any other. The proposed development meets this requirement utilizing transom windows on different elevations and creating the appearance of boxed in transom windows that are made to appear as barn doors where true windows are not feasible on the building. The addition of this detail achieves the intent of the barn vernacular design.
- DGR Section 3(II)(A)(8) states that all buildings shall have operable and active front doors along all public and private roads. This requirement is met for this development as it is proposed to have active and operate front doors on both the US 62 elevation as well as the Theisen Drive elevation.
- DGR Section 3(II)(B)(2) states that the orientation of main building facades, those with primary entrances, shall be toward the primary street on which the building is located. This requirement is met as the two primary entrances for the convenience store are located on primary streets.
- DGR Section 3(II)(C)(1) states that significant variance in scale from the traditional American architectural precedent shall be avoided. It appears that the convenience store is appropriately scaled to resemble a traditional barn.
 - a. Per zoning text section 3e.01(4), the maximum building height shall not exceed 45 feet. The height of the convenience store is approximately 26 feet 6 inches and the height of the gas canopy is 19 feet 3 inches.
- The primary building material of the convenience store will be white hardie board which is an approved building material per the zoning text. DGR Section 3(II)(E)(2) states that hardie plank is appropriate when used in the same way as traditional materials would have been used. This means that the shape, size, profile, and surface materials must exactly match historical practice when these elements were made of wood. It appears that this requirement is being met as the hardie plank is being used to emulate the true wood design of a traditional barn.
- The roof of the gas canopy is proposed to be white metal with brick veneer columns. Staff recommends a condition of approval that the final design and materials for the gas canopy columns be subject to staff approval.

- The PUD zoning text requires the following setback from these perimeter boundaries:

- a. Interstate 161:
Required—125 foot building and 80 foot pavement
Proposed— Approximately 325 foot building and approximately 220 foot pavement [requirement met]
 - b. Johnstown Road:
Required—125 foot building and pavement
Proposed—Approximately 185 foot building and 125 foot pavement [requirement met]
 - c. Theisen Drive:
Required—20 foot building and pavement
Proposed—approximately 60 foot building and 20 foot pavement [requirement met]
 - d. Northern Property:
Required—30 foot for building and pavement
Proposed—10 feet building and pavement [variance requested]
- The zoning text requires that garbage can and other waste containers shall be kept in storage buildings or within approved screened areas. The applicant proposes to install a dumpster enclosure which meets the requirement of the zoning text. City staff recommends the ARB confirm the color of the dumpster enclosure with the applicant.
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 applicant proposes to install the required street trees along US 62 and Theisen Drive.
 - b. Leisure trail will be installed along US 62 as part of a city infrastructure project. The developer will install leisure trail along Theisen Drive.
 - c. As proposed, the leisure trail along US 62 will cross the widest portion of the proposed US 62 curb cut. Staff recommends a condition of approval that the existing 4 rail horse fence be relocated to 1 foot outside the right-of-way and the leisure trail along Theisen to be located 8 feet away from the horse fence. This will provide greater separation between pedestrians and vehicular traffic.
 - **Landscape**
 - a. Per zoning text requirement 3e.04(4) parking lots shall be screened from public rights-of-way with a minimum 30” high evergreen landscape hedge or wall. The applicant proposes to install a hedge around the parking areas to meet this requirement.
 - b. Per zoning requirement 3e.04(7)(a) The required amount of interior landscaping area shall be a minimum of eight (8%) of the total area of the parking lot pavement. The total parking area is equal to 1.54 acres. The applicant has provided .14 acres of interior landscape area integrated into the parking lot which is equal to 9% which satisfies the requirement of the zoning text.

- c. Per zoning text requirement 3e.04(7)(d) for development areas over 50,000 square feet, a minimum of one tree for every 5,000 square feet of ground coverage and a total tree planting equal to twenty-five inches plus one-half inch in tree trunk size for every 4,000 square feet over 50,000 square feet in ground coverage is required. The applicant has provided 16 trees and 48 caliper inches which satisfies this requirement.
- d. Codified Ordinance 1171.06(a)(3) requires one canopy tree should be installed for every 10 parking spaces. The applicant is providing 31 parking spaces therefore requiring 4 additional trees. The applicant is meeting this requirement by provided 10 trees within the parking area.
 - The city's landscape architects comments are as follows below. Staff recommends a condition of approval requiring the city landscape architect's comments are addressed, subject to staff approval. Street trees along Johnstown Road should be in random massings. They should be located between the fence and the edge of pavement of the road. Trees may be installed on both sides of the leisure trail. (To match the existing streetscape character on the north side of Johnstown Road.) Species selected should be New Albany approved large, deciduous shade trees. Select between 3-5 different species for the frontage of Johnstown road.
 - Continue parking and dumpster screening along northeast parking bay with the evergreen shrubs.
 - Add random massings of large, deciduous shade trees to the area between the sanitary easement, back fence, and the edge of pavement. This planting will help screen Rose Run and will serve as a transition between the site development and Rose Run's natural character.
- **Lighting**
 - a. A detailed photometric plan has been submitted that has zero or near zero foot candle intensity along all parcel boundaries with the exception of the north boundary where a shared, connected parking lot is expected when the site develops.
 - b. The parking lot lighting appears to be down cast. Staff recommends a condition of approval that cut off light fixtures be used on the site.
- **Parking and Circulation**
 - a. The site is proposed to accessed by three new curb cuts.
 - b. The curb cut along US 62 is within ODOT's jurisdictional right-of-way due to the site's proximity to the State Route 161 interchange. The final development plan states the curb cut on US 62 is subject to ODOT approval. Since ODOT must review and approve this curb cut's location, staff recommends the curb cut's final design is subject to staff approval in order to address any ODOT conditions. If the curb cut is not approved, the streetscape design must continue throughout the entire lot frontage.
 - c. The city's landscape architect and city engineer have both commented the curb cut width on US 62 appears overly wide. The City Engineer has reviewed the design of the US 62 curb cut and recommends the curb cut along US 62 be reduced to 35 feet to match based on the recommendations of the Roadway Location and Design Manual published by ODOT. Staff recommends a condition of approval that the curb cut along US 62 be reduced to 35 feet.

- d. The applicant proposes to install two new curb cuts along Theisen Drive that are full access. The city traffic engineer states that the length of the left turn lane onto US-62 from Theisen is less than what is recommended to allow left turns and to allow left turns into the first curb cut. Staff recommends a condition of approval that the first curb cut on Theisen Drive be converted to a right out only when Theisen Drive is extended to the east.
- e. In addition to the comments above, the City Engineer has reviewed the application and provided the additional following comments. Staff recommends a condition of approval that the City Engineer's comments are addressed, subject to staff approval.
- Provide a Traffic Access Study that considers traffic flows with and without the US 62 curb cut.
 - Provide more information regarding the proposed 19' full access easement along the Theisen Drive frontage. Consider dedicating additional R/W if necessary and analyze all proposed signage and landscaping with respect to motorist site distance at the access drives.
 - Provide fire truck and fuel truck turning radius analysis to support placement of pumps, buildings and drive way widths. Coordination with the northern development site should be considered.
 - We will further evaluate storm water management, water and sanitary sewer infrastructure and work within R/W once detailed construction plans become available to ensure that there are no conflicts with the proposed construction plans to signalize US62 at Theisen Drive.
- f. The zoning text states that parking shall be provided at a minimum rate of 1 space for every 200 square feet of overall development. Including the area calculations for both the gas canopy and the convenience store, the required parking spaces is 64 spaces. The applicant is requesting a variance to this requirement to allow 31 spaces to be provided.
- The city parking regulation requires one space for each two gasoline dispensing units, plus one for each employee on during the main shift. Additionally, the city parking code does not specifically address convenience stores associated with gas stations.
 - The requirement for retail shopping centers is one parking space for each 200 square feet of gross floor area. The city parking space requirement for both of these uses combined would require 42 spaces. Due to the fact that these uses are combined, staff believes that the proposed amount of parking for the site is appropriate. The Planning Commission will evaluate this variance as part of their review.

▪ **Signage:**

- The applicant does not propose any signage at this time and intends to return to the Architecture Review Board at a later time for review once the sign package is ready.
 - The site plan currently shows the sign along US-62 being located within the right-of-way which is not permitted by city code. Staff recommends a condition of approval that the proposed sign along US-62 be relocated to be centered between the horse fence and the leisure, out of the right of way.
- 3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
 - Not applicable. This site exists today, undeveloped.
- 4. *All buildings, structures and sites shall be recognized as products of their own time.*
 - The proposed building is new construction and appears to be a product of its own time.
- 5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
 - a. Special attention has been paid to the details of the convenience store as it has been designed according to the barn vernacular American architectural tradition. The addition of the trellis adds detail not only assists in achieving the desired design but also serves to function as a space where visitors can gather and the trellis on the rear of the building serves to screen rooftop mechanical units. The cupola compliments the design of the building and draws attention to the pitched, metal seam roof.
- 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.

XIV. RECOMMENDATION

The ARB should evaluate the overall proposal based on the requirements in the zoning text and Design Guidelines and Requirements. The application should be evaluated on the design of the site, location and design of the buildings, and use of materials. The proposed design of the convenience store achieves the desired design of a barn. The trellis and cupola add appropriate, well design detail to the building and is a unique way to approach building a gas station within the Village Center. The barn form of the convenience store and simple canopy design meet the Village Center Strategic Plan's development goal to have aesthetically pleasing designs.

This development appears to be appropriately based on the character of the surrounding area. The larger setback is generally consistent with Plain Township Fire Department and Marburn Academy building setbacks. Additionally, this portion of the Village Center is more auto oriented due to its proximity to the State Route 161 interchange and provides an

appropriate transition between the more dense section of the historic Village Center to State Route 161 and the more rural, auto-oriented area of the city.

The Village Center Strategic Plan's goals for development at this location include providing pedestrian friendly environment. The suggestions of the city landscape architect and the city engineer serve to limit curb cuts on public streets to ensure a balance between pedestrian and bicycle modes of transportation with this auto-oriented use. As part of a city project, the leisure trail along US-62 will be extended through this site and under the State Route 161 interchange. A bike lane will also be added. The 2014 Strategic Plan envisions Theisen Drive connecting to Dublin Granville Road which will provide a greater connection between the Licking County business park and this area of the city. This development is proposed to be situated in a prime location to be able to serve this portion of the business park as well as current and future residents in the area. The building and structure on the site are well designed and the proposed development is in an appropriate location given the context of the surrounding area.

Staff recommends approval of the Certificate of Appropriateness for the Englefield final development plan provided that the ARB finds the proposal meets sufficient basis for approval with staff's recommended conditions.

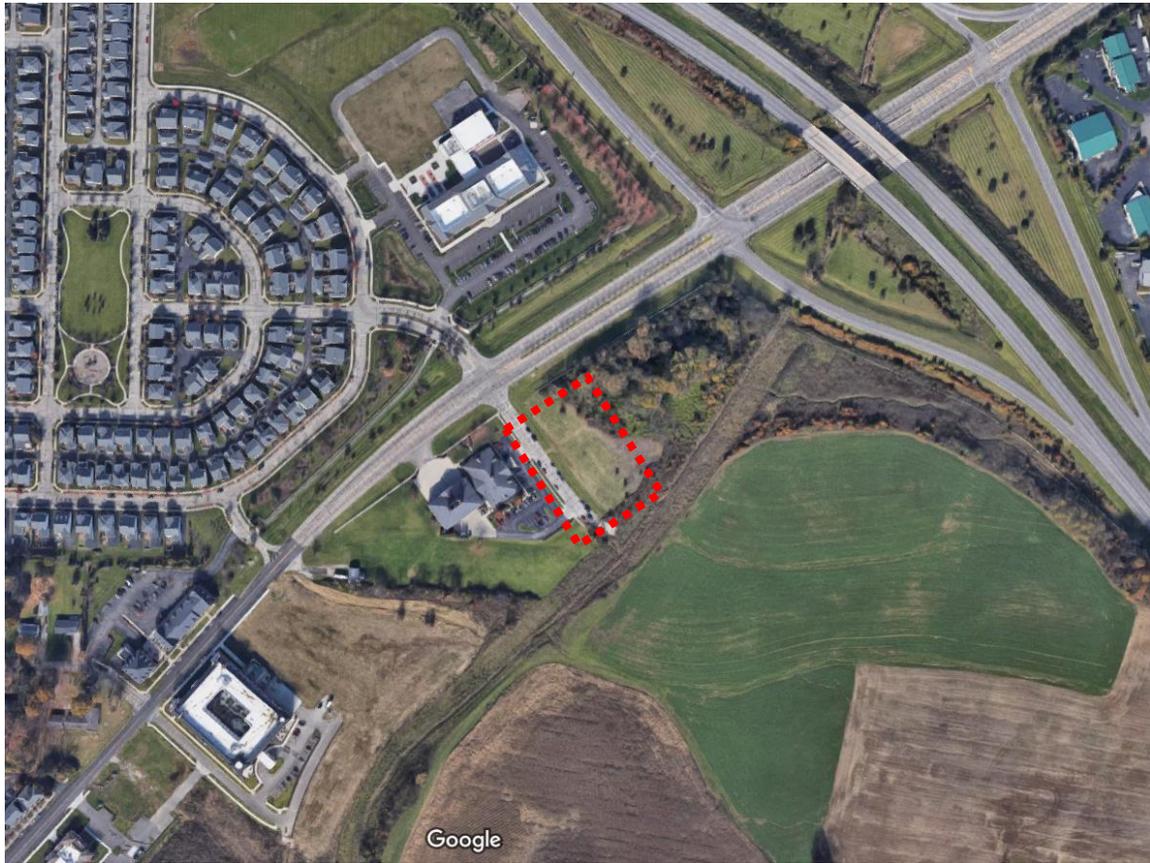
XV. ACTION

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 recommend approval of application FDP-34-2019, with the following conditions:

1. The final design and materials for the gas canopy columns are subject to staff approval.
2. The existing 4 rail horse fence be relocated to 10 feet outside the right-of-way and the leisure trail along Theisen to be located 8 feet away from the horse fence.
3. The city landscape architect's comments are addressed, subject to staff approval.
4. Cut off light fixtures must be used on the site.
5. The US-62 curb cut final design is subject to staff approval in order to address any ODOT conditions. If the curb cut is not approved, the streetscape design must continue throughout the entire lot frontage.
6. The curb cut along US 62 be reduced to 35 feet.
7. The first curb cut on Theisen Drive be converted to a right out only when Theisen Drive is extended to the east.
8. The City Engineer's comments are addressed, subject to staff approval.
9. The sign along US-62 be relocated to be centered between the horse fence and the leisure, out of the right of way.

APPROXIMATE SITE LOCATION:



Source: Google Maps