



**New Albany Architectural Review Board  
August 8, 2022 Minutes**

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 7:01 p.m.

Those answering roll call:

Mr. Alan Hinson, Chair	Present
Mr. Francis Strahler	Present
Mr. Jonathan Iten	Present
Mr. Jim Brown	Present
Mr. E.J. Thomas	Present
Mr. Andrew Maletz	Present
Ms. Traci Moore	Present
Mr. Michael Durik	Present

Staff members present: Chris Christian, Planner; Chelsea Nichols, Planner; and Josie Taylor, Clerk.

Moved by Mr. Iten to approve the June 13, 2022 meeting minutes, seconded by Mr. Hinson. Upon roll call: Mr. Iten, yea; Mr. Hinson, yea; Mr. Strahler, yea; Mr. Thomas, yea; Mr. Brown, abstain; Mr. Maletz, abstain; Ms. Moore, yea. Yea, 5; Nay, 0; Abstain, 2. Motion passed by a 5-0-2 vote.

Mr. Hinson asked if there were any additions or corrections to the Agenda.

Mr. Christian stated not from staff. Mr. Christian introduced Chelsea Nichols as a new Planner for the City and stated she would be working with the boards and commissions moving forward.

Mr. Hinson swore those wishing to speak to the Architectural Review Board (hereafter, "ARB") to tell the truth and nothing but the truth.

Mr. Hinson asked if anyone wanted to discuss items not on tonight's Agenda. (No response).

**ARB-84-2022 Certificate of Appropriateness**

**Certificate of Appropriateness for a new building additional 14 South High Street (PID: 222-000001).**

**Applicant: Keiser Design Group c/o Ethan Fraizer**

Ms. Nichols presented the staff report.

Mr. Iten asked for a confirmation that the current application was for ARB-84-2022 and noted the presentation indicated ARB-55-2022 instead.

Ms. Nichols noted this was for ARB-84-2022 and noted the ARB-55-2022 in the presentation was in error.

Mr. Iten asked if the condition noted on the presentation was the single condition for ARB-84-2022.

Ms. Nichols stated yes.

Mr. Iten stated thank you.

Mr. Hinson asked if the applicant wanted to speak.

Mr. Frazier stated all information had been covered in the staff report.

Mr. Hinson stated it was a big improvement and the hardie board and roof pitch were nice.

Mr. Maletz stated he agreed and the scale of the addition was more in alignment with the existing buildings and was an improvement over the first submission. Mr. Maletz said the dormers added a nice character. Mr. Maletz stated he supported the change in materials as it would help break up the long side walls and he felt it fit the character of the area.

Mr. Brown stated he agreed that it was an improvement and appreciated the work with the City Architect. Mr. Brown asked if the applicant could confirm that the current presentation, where the roof pitch was lowered to match that of the rear elevation, was the one agreed on.

Mr. Frazier stated yes.

Mr. Maletz stated it was almost at the peak in the prior submittal.

Mr. Brown stated yes, this was better and matched the rear elevation.

Mr. Iten stated this should be added to the conditions so it would be clear. Mr. Iten asked if the applicant was okay with that.

Mr. Frazier stated yes.

Ms. Moore asked if the gooseneck lighting on the north elevation was still in question.

Mr. Frazier stated he believed that was still wanted along with signage on the north side.

Ms. Moore asked for confirmation that would be on the north side, where a freestanding sign currently existed.

Mr. Frazier stated yes, on the north side.

Mr. Iten asked if that was not before the ARB at this time.

Ms. Nichols stated correct.

Moved by Mr. Brown to approve the certificate of appropriateness for ARB-84-2022 with the following conditions:

1. The applicant will replace the existing horizontal siding with hardie plank material at the City Architect's direction;
2. The elevation of the roof line of the rear addition will be updated to show a 12x12 roof pitch to match the existing original structure;

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

### **Other Business**

Mr. Christian updated the ARB on various projects for the rest of 2022 year as well as the 2023 year and discussed additional issues being considered. Mr. Christian also noted upcoming updates to codes and regulations.

Mr. Iten said he did not know if the waiver code section needed to be changed, but he believed it should be reviewed and considered. Mr. Iten stated that if the waiver code section was not changed then it should be enforced as is.

Mr. Christian stated yes and indicated they would review best practices in other communities along with this.

Mr. Iten stated this discussion was helpful and was glad staff was keeping track of these. Mr. Iten stated it would be good to have further updates on the status of these and other matters.

Mr. Christian stated yes and added that if the ARB members saw anything they believed would be beneficial to update or use they should note that for any of the updates or reviews that were coming up.

Mr. Iten asked what had occurred with the hamlet concept.

Mr. Christian said the standards had been put in place, City Council had adopted the standards, and they would be added to the Strategic Plan. Mr. Christian stated any hamlet Final Development Plan would now go before the ARB.

Mr. Iten asked if Mr. Christian could forward what had been adopted to him.

Mr. Christian stated he believed a new version of the Strategic Plan was being developed and staff would forward the additions to the ARB members as well.

Mr. Durik noted the density of the hamlet was now six (6) units per acre with 200 square feet of commercial space per residential unit required. Mr. Durik also stated that the area below the creek would not be included in the 200 square foot count if it was developed. Mr. Durik stated building heights along Central College and S.R. 605 would be forty (40) feet and those in the center core area would be fifty (50) feet. Mr. Durik said the hamlet area location was now specified and would have a 25% green space requirement.

Mr. Christian stated this had also been updated in the City Code.

Mr. Durik stated that an application would go to the ARB now and a developer would need to provide studies regarding school and road impacts.

Mr. Hinson asked what the prior density had been.

Mr. Christian stated it had been about twelve (12).

Mr. Durik stated it was unclear because the developer's number had been twelve (12) but the City's standards had been lower than that, and there were no standards at that time.

Mr. Thomas asked what the community feedback had been.

Mr. Durik stated that until an actual development plan came forward public opinion would not be fully known. Mr. Durik stated residents wanted more commercial development of

restaurants and such, but were reticent regarding multi-family units and concerned about school and traffic impacts on S.R. 605.

Mr. Christian stated there were lots of questions regarding certain details that would require a proposal in order to be answered.

Mr. Durik stated a developer would need to go to the Rocky Fork Accord, the ARB, and then City Council, so there were multiple review steps residents could participate in. Mr. Durik also specified there would now only be one potential hamlet location.

Mr. Iten asked if they had gone down from two (2) to one (1) hamlet locations.

Mr. Durik stated yes.

Mr. Maletz asked when this would be formally approved or voted on.

Mr. Christian stated there was yet no development or proposal submitted, but a rezoning submittal would be coming up he believed.

#### **Poll Members for Comment**

Mr. Hinson asked if there were any comments. (No response.)

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

Meeting adjourned at 7:29 p.m.

Submitted by Josie Taylor.

## APPENDIX



### Architectural Review Board Staff Report August 8, 2022

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#### 14 SOUTH HIGH STREET BUILDING ADDITION CERTIFICATE OF APPROPRIATENESS

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LOCATION: 14 South High Street (PID: 222-000001)  
APPLICANT: Keiser Design Group Inc, c/o Ethan Frazier  
REQUEST: Certificate of Appropriateness  
ZONING: Urban Center, Historic Center  
STRATEGIC PLAN: Village Center  
APPLICATION: ARB-84-2022

Review based on: Application materials received on July 11, 2022 and July 27, 2022.

*Staff report prepared by Chelsea Nichols, Planner*

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

The applicant requests review and approval to expand the rear portion of the existing building by adding a 975 square foot second story addition. This second story addition is within the existing footprint of the current building. This addition will create five new offices, one half-bath, and a new staircase

The ARB reviewed and approved a new patio to be installed at this property at their June 13, 2022 meeting (ARB-55-2022). The patio has not yet been installed.

Since submitting the application, the applicant has indicated the property owner would like to add new signage, new gooseneck lighting on the north side of the building, as well as converting the existing front door to a double door (French door). These items are not included as part of this application. Those items will be brought back before the board for review at a later date via a separate application.

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. The proposed addition qualifies as such a change and thus requires review and approval by the board.

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

The property is located in the Historic Village Center, zoned Urban Center Code, and the New Albany Design Guidelines and Requirements apply to the site. The existing structure was built in 1910. Busch Tax Company occupies the building.

#### **III. EVALUATION**

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

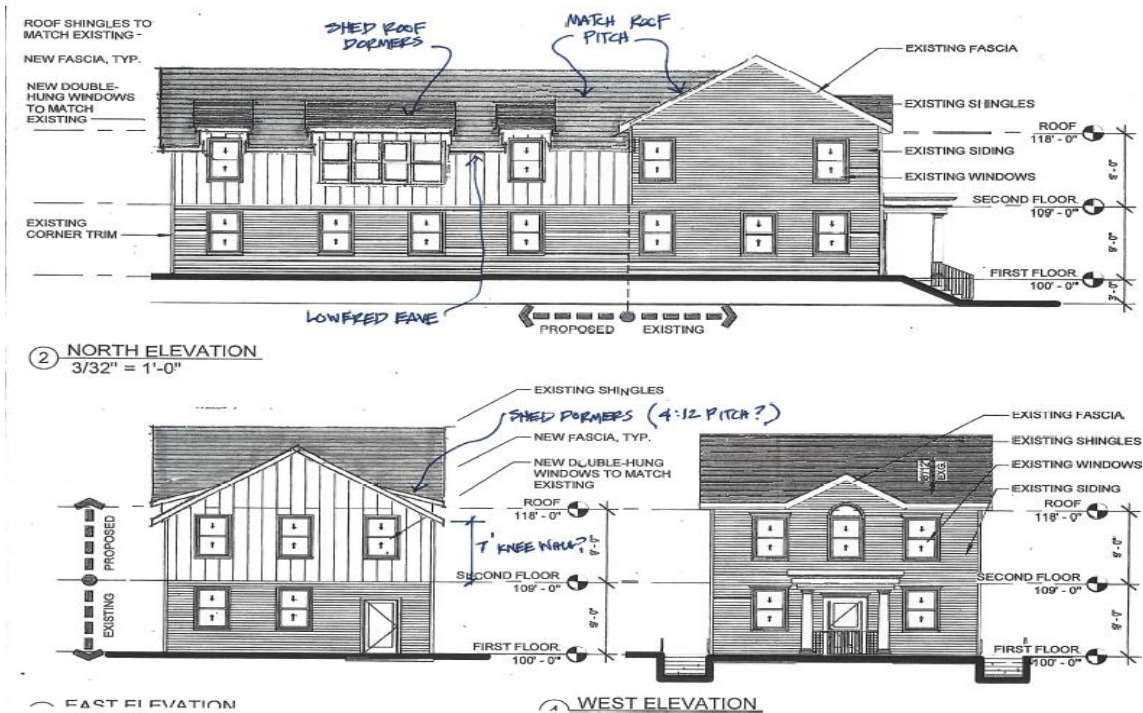
The ARB's review is pursuant to C.O. Section 1157.06. No environmental change shall be made to any

property within the City of New Albany until a Certificate of Appropriateness has been properly applied for and issued by staff or the Board. Per Section **1157.07 Design Appropriateness**, the modifications to the building and site should be evaluated on these criteria:

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

- The applicant proposes to construct a new, 975 square foot second story addition on the back side of the existing building located at 14 S. High Street. The property contains one single family home which has been converted to a commercial use, occupied by Busch Tax Company.
- The new two-story wall will be flush with the side wall of the original structure. The new fascia matches the existing fascia. The plans include new double-hung windows to match the existing windows. The applicant proposes to utilize gray roof shingles on the addition that match the existing shingles. The applicant included a digital sample material board with their application documents.
- The existing material on the building is horizontal white lap vinyl siding.
- Section 2(F.1) of the Design Guidelines & Requirements states wood siding and brick are the most appropriate exterior materials. Use of other façade materials requires approval of the Architectural Review Board. Section 2(F.3) states the use of alternate materials such as vinyl, aluminum, and other modern materials may be appropriate when they are used in the same way as traditional materials would have been used. This means that the shape, size, profile, and surface texture of alternate materials must exactly match historical practice when these elements were made of wood.
  - The applicant proposes a white board and batten style siding on the addition that is consist with the way traditional materials would have been used. The applicant proposes to use Hardie panel board (fiber cement) for the boards and thin strips of wood molding for battens. A digital sample material board has been submitted which shows the proposed Hardie panel board material having similar surface texture as wood. Hardie panel board has been used successfully in other parts of the Village Center.
- The applicant proposes to remove and replace the existing vinyl siding with Hardie panel board and batten on the existing portions of the building.
  - The city architect recommends that the applicant retain the horizontal siding pattern with new Hardie board material. The city architect states that this approach helps to differentiate between old and new.
  - Staff supports the request to replace the existing vinyl siding with the Hardie board material since it mimics wood material. Hardie panel board has been used successfully in other parts of the Village Center.
  - Based on the city architect’s comment, staff recommends a condition of approval that the existing horizontal vinyl siding be replaced with horizontal Hardie board material.
- Section 4 of the Design Guidelines & Requirements (DGRS) states that the key to sensitive renovation of existing buildings, including addition and construction on existing developed sites, is to observe and respect the physical context of the property and design new elements in a sensitive way that fits in with existing structures. Section 4 (I.B.1) states “building additions shall observe and respect the design of elements of the existing buildings on the site and shall employ the same or similar design elements, including but not limited to roof shape, exterior surface materials, roof materials, windows, doors, and architectural style, details, or trim.”
- The city architect has reviewed the application and comments that since the addition is a full two-story height structure, it doesn’t feel as if the renovation relates to the existing design as much as it should. The city architect recommends the following revisions:

- The visual break between the existing portion and new addition needs to happen at the eave.
- The roof pitch of the existing structure and new addition are to match.
- Shed roof dormers are to be added with a 4:12 pitch.
- The addition is to have a 7' tall knee wall between the existing one-story portion of the structure and the new roof for the addition.
- Staff recommends a condition of approval that all comments from the city architect are satisfied, subject to staff approval. The city architect created the following sketch to indicate what additional detailing he recommends:



- The city architect’s rendering above shows how they recommend to visually separate the existing and new eave lines, in order to maintain a hierarchy of the original main building shape. This rendering, along with the city architect’s comments, were provided to the applicant. The applicant responded by stating the property owner agrees to the revisions proposed by the city architect and they intend to provide updated renderings at the board meeting.
- Design Guidelines and Requirements (DGR) Section 4(I.B.3) states that “additions shall be designed in a way that does not obscure, destroy or otherwise compromise the character and design of the existing building.” Additionally, section 2 (II.B.2) states “building designs shall not mix elements from different styles.” DGR Section 4(I.B.4) states that additions shall employ similar materials to those that predominate in existing structures. With the recommended changes from the city architect, this requirement will be met.
- DGR section 2(II.C.3) states “the height of building wings and dependencies shall not exceed the height of the roof peak of the main portion of the building.” Based on the recommended changes from the city architect, this requirement will be met.

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.*

- There are no changes to those items as this is a second story addition within an existing footprint.

3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
  - With the recommended changes from the city architect, it does not appear that the original quality or character of the building or site will be destroyed or compromised as part of the construction of this addition/expansion.
4. *All buildings, structures and sites shall be recognized as products of their own time.*
  - It appears that the applicant has designed the second story addition in a way that is appropriate to the historic character and design of the building.
5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
  - With the recommended changes from the city architect, this requirement will be met.
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.*
  - With the recommended changes from the city architect, it does not appear that removal of the proposed addition would harm the form and integrity of the original structure.

**Urban Center Code Compliance**

The site in question is located in the Historic Center area within the Urban Center District. The existing building typology is Classic Commercial. The proposal complies with all typology standards listed in this section of the Urban Center Code with the exception of the building width. However, this is an existing, nonconforming condition.

1. Lot and Building Standards

**Classic Commercial (UCC Section 2.78)**

<b>Standard</b>	<b>Minimum</b>	<b>Maximum</b>	<b>Proposed/Existing</b>
Lot Area	4,000 sq. ft	No max	5,126 sq. ft
Lot Width	50'	100'	50' 6"
Lot Coverage	No min	95%	43%
Street Yard	0'	15'	4'
Side Yard	3'	16'	3' 6" feet
Rear Yard	10'	no max	21' 6"
Bldg. Width	70%	95%	60% (existing, nonconforming)
Stories	1.5	2	2
Height	No min	45'	29' 6"

**IV. RECOMMENDATION**

The ARB should evaluate the overall proposal based on the requirements in the Urban Center Code, and Design Guidelines and Requirements. The New Albany Design Guidelines and Recommendations state that the key to sensitive renovation of existing buildings, including addition and construction on existing



developed sites, is to observe and respect the physical context of the property and design new elements in a sensitive way that fits in with existing structures.

The city architect recommends modifications to the design of the building addition to ensure a hierarchy of the original main building and the new addition is maintained. In order to accomplish this hierarchy, design modifications to the eaves, roof pitch, adding dormers, and using different siding patterns need to be incorporated into the building's architecture. With the recommended changes from the city architect, it does not appear that the original quality or character of the building or site will be destroyed or compromised as part of the construction of this addition/expansion. Staff recommends approval of this application provided that the ARB finds that the proposal meets sufficient basis for approval with the conditions listed below.

## V. ACTION

Should the Architectural Review Board find sufficient basis for approval, the following motion would be appropriate.

### **Suggested Motion for ARB-84-2022:**

Move to approve Certificate of Appropriateness application ARB-84-2022 with the following conditions:

1. That the applicant must revise the design and drawings per the city architect's comments and the rendering provided, subject to staff approval.
2. The existing horizontal vinyl siding be replaced with horizontal Hardie board material.

### **Approximate Site Location:**



Source: Google Earth