

#### New Albany Architectural Review Board Agenda

Monday, November 14, 2022 7:00pm

Members of the public must attend the meeting in-person to participate and provide comment at New Albany Village Hall at 99 West Main Street. The meeting will be streamed for viewing purposes only via the city website at <a href="https://newalbanyohio.org/answers/streaming-meetings/">https://newalbanyohio.org/answers/streaming-meetings/</a>

- I. Call to Order
- II. Roll Call
- III. Action of Minutes: October 10, 2022
- IV. Additions or Corrections to Agenda Swear in All Witnesses/Applicants/Staff whom plan to speak regarding an application on tonight's agenda. "Do you swear to tell the truth and nothing but the truth".
- V. Hearing of Visitors for Items Not on Tonight's Agenda
- VII. Cases:

#### **ARB-127-2022** Certificate of Appropriateness

Certificate of Appropriateness for new signage at 14 South High Street (PID: 222 000001). Applicant: Keiser Design Group c/o Ethan Fraizer

#### VIII. Other Business

• Waivers Code Update

#### IX. Poll members for comment

X. Adjournment



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:

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

Staff members present: Michael Barker, Director of Public Service; Chris Christian, Planner; and Josie Taylor, Clerk.

Moved by Mr. Brown to approve the September 12, 2022 meeting minutes, seconded by Mr. Maletz. Upon roll call: Mr. Brown, yea; Mr. Maletz, yea; Ms. Moore, yea; Mr. Hinson, yea. Yea, 4; Nay, 0; Abstain, 0. Motion passed by a 4-0 vote.

Mr. Hinson asked if there were any additions or corrections to the agenda this evening.

Mr. Christian stated none from staff.

Mr. Hinson asked if anyone who would be speaking before the Architectural Review Board (hereafter, "ARB") tonight needed to be sworn in. (No response).

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

#### ARB-107-2022 Certificate of Appropriateness

Certificate of Appropriateness for a new parking lot along Swickard Woods Blvd (PID: 222-003178).

Applicant: City of New Albany; c/o Michael Barker

Mr. Christian presented the staff report.

Mr. Michael Barker, Director of Public Service, provided additional information about the project and its design.

Mr. Hinson asked if a median would be maintained between the parking lot and the road he indicated on the presentation screen.

Mr. Barker stated yes, the median would be about eight (8) feet wide and grassed.

Mr. Hinson stated okay.

Mr. Brown noted that it showed an eighteen (18) inch curb in that area.

Mr. Maletz stated he had noted a prior concern about a cross traffic jam but he thought the new materials addressed that concern. Mr. Maletz said he still had a concern involving the concurrent use of the overall site with the pool, the school, the ball fields, and now the courts. Mr. Maletz stated vehicle flow and stacking could occur and asked what the total distance was, from corner to corner, for stacking on the site in an area he indicated on the presentation.

Mr. Durik stated the courts were 378 feet across.

Mr. Maletz stated that would be about eighteen (18) to twenty (20) vehicles across the top and would add up pretty fast. Mr. Maletz said that if there were vehicles coming down and others going up, this was a potential bottleneck situation. Mr. Maletz said there was also possible spillover usage as people parked throughout the area for the courts, pool, etc. Mr. Maletz asked if that had been considered as he was concerned there was a risk for the traffic to potentially back up to Fodor Road when all facilities were used at the same time.

Mr. Barker stated the east to west dimension was about 520 feet and an eighteen (18) foot length, which meant roughly 29 vehicles could stack in that area prior to entering the active drive aisle. Mr. Barker stated that at high use times people may need to walk from areas that are not adjacent to the courts to reach them. Mr. Barker stated they had looked at this and believed there was a value in having signage to direct pickleball users going north to not turn right and try to keep the route separate.

Mr. Maletz asked if they could put a sign in a specific area to say something like pickleball courts straight ahead or something similar to cue people in the right direction.

Mr. Barker stated yes, they could do that. Mr. Barker stated he was also considering more signage for times when events were held to enhance the effect.

Mr. Maletz asked if people parallel parked along the southern border of the drive, would there still be enough width for traffic to flow in both directions.

Mr. Barker stated no and said it would be posted that parking was not permitted on that side.

Mr. Durik stated signage for this would be reviewed by the ARB. Mr. Durik said this would still be tight given the dimensions and two-way traffic here, particularly if a vehicle broke down. Mr. Durik stated there would be cross usage of spots for ball games, the pool, courts, community space, etc., and it would be a challenge during heavy use times.

Mr. Brown asked if the edge of the pavement at the far north end was an impermissible line to pass that could not be paved further.

Mr. Barker stated the drive was intentionally narrow due to mature trees. Mr. Barker stated they could widen it, but were hoping it would blend into the woods in that area.

Mr. Durik stated it was important to keep trees there or people would park along it.

Mr. Brown stated that without a curb people may park there anyway.

Mr. Barker stated they had looked at this issue and had determined the additional parking spaces had not been worth it due to the value of the trees. Mr. Barker stated they were also evaluating the intersection of Swickard Woods at Fodor Road for a potential traffic signal during busy time periods.

Mr. Durik stated they needed to preserve an area he showed on the presentation screen and, if a roadway were ever needed across the back of the school property, parking could not be put on that space. Mr. Durik stated this was not being done now, but it might in the future and needed to be protected.

Mr. Brown stated that without a curb there people would likely park if it was not landscaped to help prevent that.

Mr. Barker stated right.

Mr. Hinson stated if the opportunity was provided people would park.

Mr. Durik stated they would need lots of signs.

Mr. Barker stated there might be an opportunity for some bollards or something there.

Mr. Durik noted they should have enough signage for police, if called, to have the ability to enforce the no parking areas.

Mr. Barker stated they were flexible and could adapt to what was needed for this.

Mr. Brown stated this would be a nice addition.

Moved by Mr. Hinson to approve the certificate of appropriateness for ARB-107-2022, with the following conditions:

1. The landscape plan for the site is subject to staff approval;

2. Any site lighting is subject to staff approval;

3. Any signage associated with this approval must be reviewed by the ARB.

seconded by Mr. Brown. Upon roll call vote: Mr. Hinson, yea; Mr. Brown, yea; Mr. Maletz, yea; Ms. Moore, yea. Yea, 4; Nay, 0; Abstain, 0. Motion carried by a 4-0 vote.

Mr. Maletz requested that a third condition regarding signage be added to Mr. Hinson's motion.

Mr. Hinson agreed.

#### **Other Business**

Mr. Christian stated he placed an updated Strategic Plan at the ARB members' seats for them to review.

#### Poll Members for Comment

Mr. Brown asked when the paths at Taylor Park would be ready.

Mr. Barker stated they would begin next week with the paths and final plantings should occur approximately next spring.

Mr. Durik stated Phase 1 included the trails and boardwalks and a plan for Phase 2 had been approved by City Council and discussed the plans for the area.

Mr. Hinson asked how old the barn there was.

Mr. Durik stated he did not know.

Mr. Barker stated the house had originally been built in the 1840s.

Moved by Mr. Hinson to adjourn, seconded by Mr. Maletz. Upon roll call vote: Mr. Hinson, yea; Mr. Maletz, yea; Ms. Moore, yea; Mr. Brown, yea. Yea, 4; Nay, 0; Abstain, 0. Motion carried by a 4-0 vote.

Meeting adjourned at 7:44 p.m.

Submitted by Josie Taylor.



# Architectural Review Board Staff Report October 10, 2022

# TENNIS AND PICKLEBALL COURT PARKING LOT CERTIFICATE OF APPROPRIATENESS

Located on the New Albany Plain Local Schools Campus adjacent to the Miracle Field, located near the Plain Township Aquatic Center (PID: 222-	
003178).	
City of New Albany	
Certificate of Appropriateness	
Urban Center Code—Campus sub-district	
Village Center	
ARB-107-2022	

Review based on: Application materials received on August 29, 2022. Staff report prepared by Chris Christian, Planner II and Chelsea Nichols, Planner.

# I. REQUEST AND BACKGROUND

This application was tabled by the ARB during their meeting on September 12, 2022. The application was tabled in order to allow the applicant to prepare additional information about vehicular circulation. This information will be shared during the staff presentation at the October 12<sup>th</sup> meeting.

City council approved funding for the installation of new tennis and pickleball courts along Swickard Woods Boulevard, adjacent to the Miracle Field. The city requests review of a new vehicular parking lot, containing 75 stalls, associated with the project. New parking lots require review and approval by the ARB. However, tennis courts, pickleball courts and other related improvements do not require review and approval by the ARB.

Per Section 1157.07(b) any major environmental change to a property located within the Village Center requires a certificate of appropriatenesss issued by the Architectural Review Board. This section of city code states that a new parking lot constitutes as a major environmental change. The code also states that the construction of sports fields and associated bleachers, fences, dugouts and like facilities not requiring a commercial building permit, as approved by the Community Development Department are considered a minor environmental change and do not require ARB review and approval. For these reasons, the new parking lot must be reviewed and approved by the ARB. However, the tennis courts, pickleball courts and other associated improvements do not require review and approval by the ARB as they are minor environmental changes.

# II. SITE DESCRIPTION & USE

The property is zoned Urban Center District (Campus sub-area) and is located on Swickard Woods Boulevard east of the New Albany Learning Center, west of the Plain Township Aquatic Center and south of State Route 161. The Miracle Field is also located on the southern portion of this site which was reviewed and approved by the ARB on April 8, 2019 (ARB-26-2019).

# 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.
  - Section 8 of the Design Guidelines and Requirements (DGRs) Civic and Institutional Buildings - provides the requirements for campus building typologies and sites inside the Village Center. The proposed parking lot is designed to accommodate parking for new tennis and pickleball courts that are to be installed on the site.
  - DGR Section 8.II(2) states that site plantings and landscaping shall be of an appropriate scale and design based on the architectural design of a new building. While no new buildings are being reviewed as part of this application, a landscape plan will be developed for the site in the future. <u>Staff recommends a condition of approval that the landscape plan be subject to staff approval.</u>
  - DGR section 8.II(3) states that asphalt, brick, stone or simulated stone driveway pavers are appropriate surfaces for driveways and parking areas. Asphalt is the proposed material for the driveway and parking lot therefore this requirement is 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.
  - The proposed parking lot will provide parking for new tennis and pickleball courts being installed at the rear of the site. There are two entrances/exits for the new parking lot, one off an existing driveway used for the Plain Township Aquatic Center and one where Swickard Woods Boulevard currently dead ends around the northern portion to allow for full circulation of the site.
  - The new lot contains 75 parking stalls and all code requirements for parking spaces and drive aisles are being met. The stalls are to be located on the eastern portion of the site and a sidewalk will also be constructed in the parking lot area to provide pedestrian connectivity to the onsite amenities.
  - <u>A detailed lighting plan has not been prepared. Staff recommends a condition of approval that any site lighting fixtures be subject to staff approval.</u>
  - There are no proposed signs at this time. Future permanent signage will be subject to ARB review and approval.
- 3. The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.
  - It does not appear that the original quality or character of the site will be destroyed or compromised as part of the installation of the parking lot.
- 4. All buildings, structures and sites shall be recognized as products of their own time.
  - Not applicable.

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

<ul> <li>The Urban Center Code provides the following lot and building standards:</li> </ul>					
Standard	Minimum	Maximum	Proposed		
Lot Area	No min	No max	N/A		
Lot Width	No min	No max	N/A		
Lot Coverage	No min	No max	Unknown		
Street Yard	30 feet	No max	60 +/- feet		
Side Yard (East)	20 feet	No max	20 feet		
Side Yard (West)	20 feet	No max	Greater than 400 feet		
Rear Yard	20 feet	No max	41 +/- feet		
Building Width	No min	No max	N/A		
Stories	1	4	N/A		
Height	No min	55 feet	N/A		

**B. Urban Center Code Compliance** 

- Urban Center Code Section 2.140.1 states that parking shall be provided be provided as needed and supported by evidence-based standards. As stated, 75 parking stalls are to be provided to accommodate the new tennis and pickleball courts. This amount of parking contemplates major events or tournaments that may take place on the site. In addition, the ample amount of parking will provide additional spaces for the Miracle Field and the Plain Township Aquatic Center. The township has stated the need for additional parking in the past to accommodate a growing number of pool visitors.
- Urban Center Code Sections 2.1240.2 and 5.30 state that 2 bicycle parking spaces are to be provided based on the number of off-street parking spaces and this requirement is met.

# IV. RECOMMENDATION

Staff recommends approval of this application provided that the ARB finds that the proposal meets sufficient basis for approval with the conditions listed below. The proposed parking lot will provide new parking spaces for the tennis and pickleball courts that are to be installed on the site. These spaces will provide ample parking for any events or tournaments that take place on the site. Additionally, the parking lot will serve to provide additional parking opportunities for the Miracle Field and Plain Township Aquatic Center.

# 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-107-2022:

Move to approve Certificate of Appropriateness application ARB-107-2022 with the following conditions:

- 1. The landscape plan for the site is subject to staff approval.
- 2. Any site lighting is subject to staff approval.





Source: Google Earth



# BUSCH TAX COMPANY ARCHITECTURAL CANOPY SIGN CERTIFICATE OF APPROPRIATENESS

LOCATION:14 South High StreetAPPLICANT:Keiser Design Group, c/o Ethan FrazierREQUEST:Certificate of AppropriatenessZONING:Urban Center, Historic Center Sub-DistrictSTRATEGIC PLAN:Village CenterAPPLICATION:ARB-127-2022

Review based on: Application materials received October 13, 2022 and October 31, 2022. *Staff report prepared by Chelsea Nichols, Planner.* 

# I. REQUEST AND BACKGROUND

The applicant requests a certificate of appropriateness to allow one architectural canopy sign to be installed at 14 South High Street, for Busch Tax Company LLC. The sign is proposed to be installed above the main entrance along South High Street.

The ARB reviewed and approved a new patio to be installed at this property at their June 13, 2022 meeting (ARB-55-2022). The ARB also reviewed and approved an expansion of the rear portion of the existing building at their August 8, 2022 meeting (ARB-84-2022). Construction on the patio and building expansion hasn't started.

The applicant also intends to replace the existing front door with a new "French style," double door. Per code, this improvement is considered a minor replacement and will be reviewed separately and administratively via a permit application.

The property currently has one existing ground mounted sign. This sign has not been approved for this property. Should the Board approve this application for the new architectural canopy sign, staff recommends a condition of approval that the existing ground mounted sign come back before the Board at a later date, as a separate application.

#### II. SITE DESCRIPTION & USE

The property is zoned Urban Center located within the Historic Center sub-district. Therefore, the city's sign code regulations apply to the site. The existing structure was built in 1910. Busch Tax Company owns and occupies the building.

# III. EVALUATION

#### **Certificate of Appropriateness:**

Per Section 1157.07(b) any major environmental change to a property located within the Village Center requires a certificate of appropriatenesss issued by the Architectural Review Board. 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 and 1169 City Sign Regulations**, the modifications to the building and site should be evaluated on these criteria:

ARB 22 1114 Busch Tax Company Architectural Canopy Sign ARB-127-2022

- 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 Historic Core sub-district shall be allowed three (3) sign types including, but not limited to, projecting, awning and wall signs. The applicant is proposing to install one architectural canopy sign with the following dimensions.

# Architectural Canopy Sign

- City sign code Chapter 1169.16(c) allows one per canopy face, a maximum area of 75% of canopy face, maximum lettering height of 18". The sign face must be flush with the canopy face.
  - *a*. Area: 45% of the canopy face [meets code].
  - *b.* Location: the sign is proposed to be mounted directly to the canopy face [meets code].
  - *c*. Lighting: none proposed [meets code].
  - *d*. Relief: Not indicated on the plan [must meets code (sign face must be flush with the canopy face) at the time of submitting the sign permit application].
  - e. Colors: blue, beige/tan and white (total of 3) [meets code].
  - *f*. Lettering Height: Appears to be less than 6" [meets code if this is correct, staff to confirm with sign permit application]
- The sign reads "Busch Tax Company, LLC."
- The sign panel is made out of aluminum which is a permitted sign material.
- Should the Board approve the application, staff recommends a condition of approval that at the time of submitting a permit application, the plans must clearly show the exact height of the proposed letters and that the sign face is flush with the canopy face.
- 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 proposed 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 and does not block any architectural features.
- 4. All buildings, structures and sites shall be recognized as products of their own time.
  - The building is a product of its own time and as such should utilize signs appropriate to its scale and style, while considering its surroundings. The proposed sign is designed and scaled appropriately for this tenant space.
- 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.

ARB 22 1114 Busch Tax Company Architectural Canopy Sign ARB-127-2022

• It does not appear that the sign affects the original structure, if removed or altered in the future.

# IV. SUMMARY

The proposed architectural canopy sign appears to be consistent with the architectural character of the site, as well as the overall Village Center, and is appropriate for this space.

# V. ACTION

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

# Suggested Motion for ARB-127-2022:

Move to approve Certificate of Appropriateness for application ARB-127-2022 with the following conditions:

- 1) That the existing ground sign come back before the Board at a later date, as a separate application; and
- 2) That at the time of submitting a permit application, the plans must clearly show the exact height of the proposed letters and that the sign face is flush with the canopy face.

# **Approximate Site Location:**



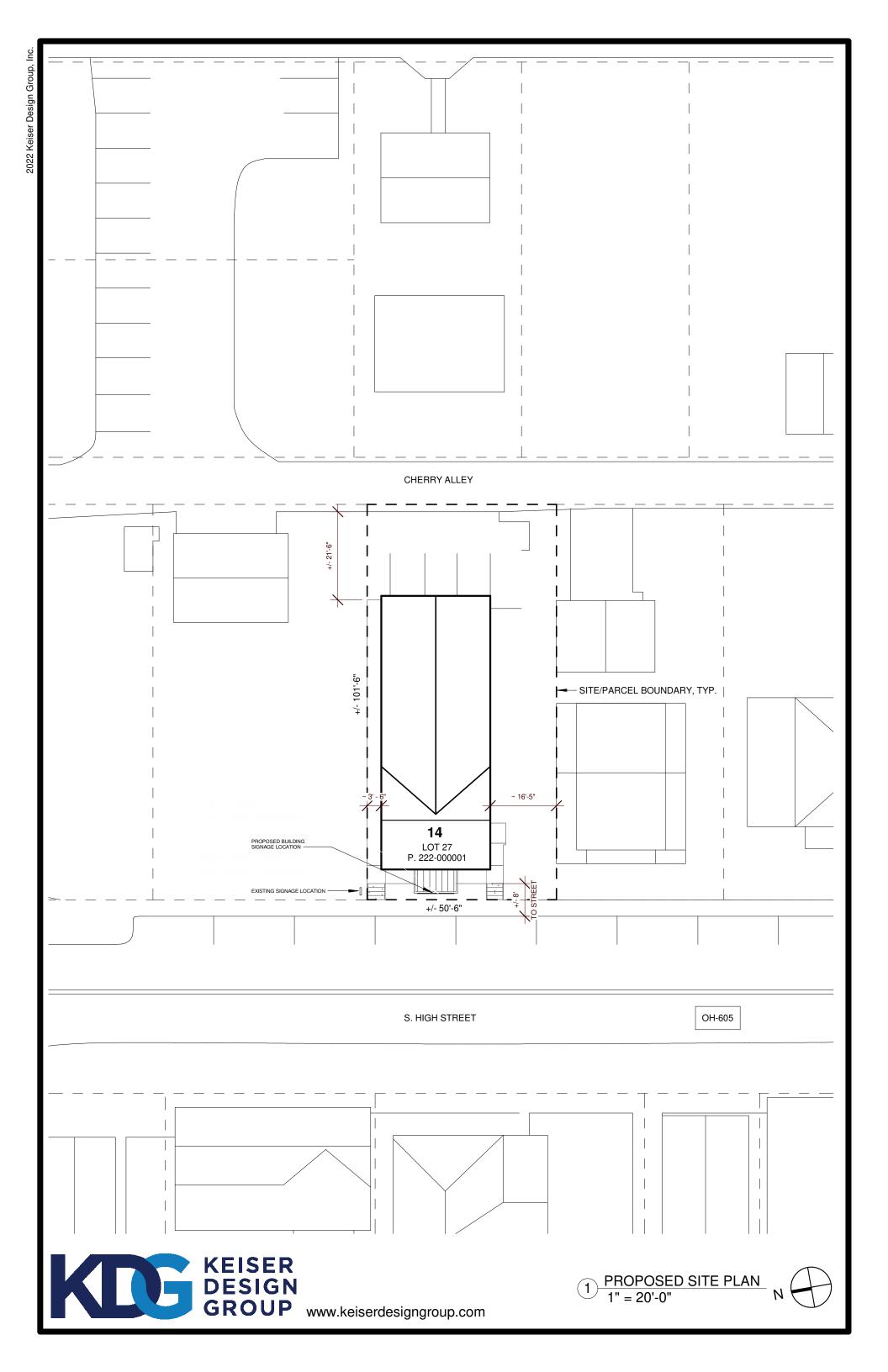
Source: Google Earth

Permit #	
Board	
Mtg. Date	

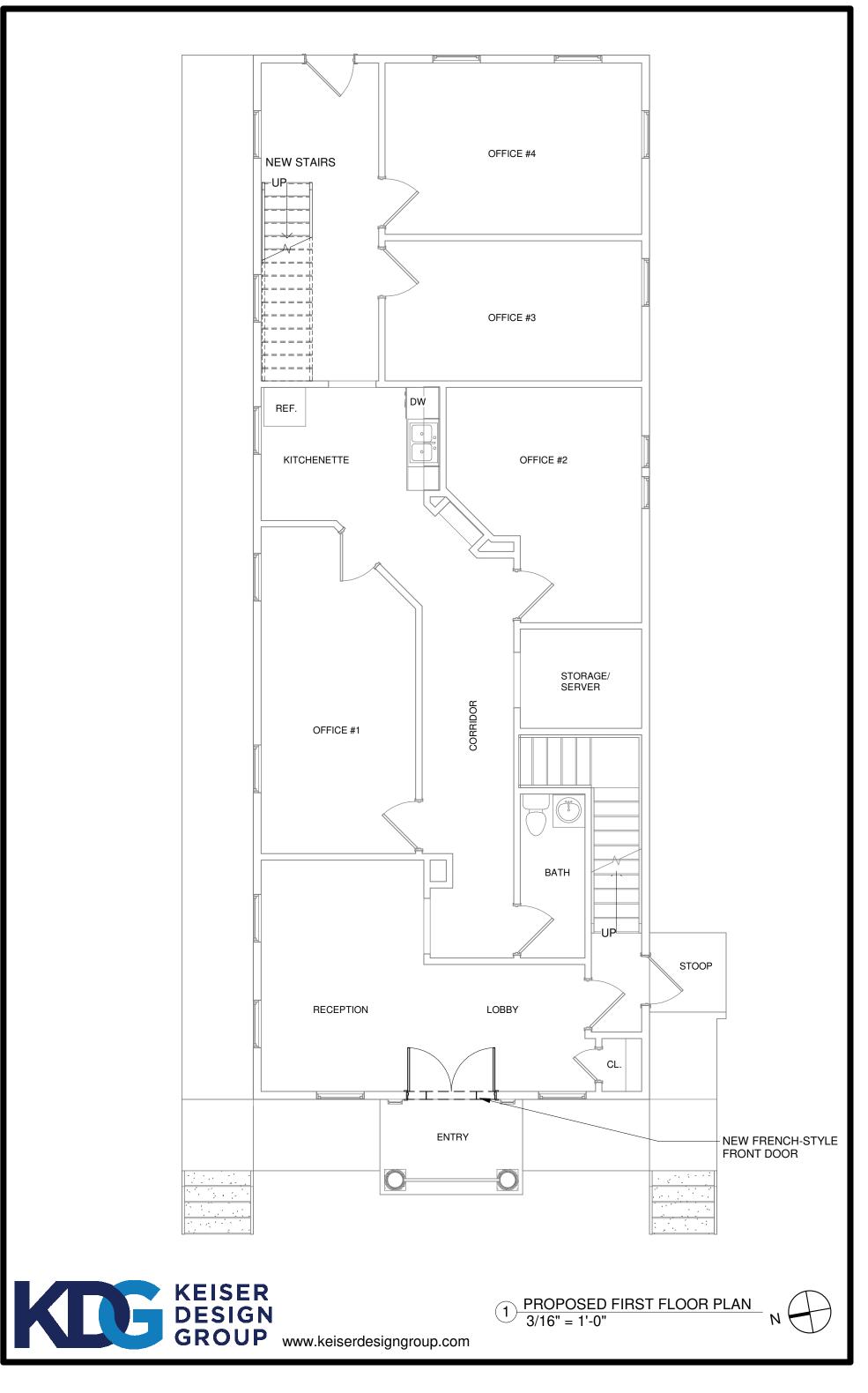


#### **Community Development Planning Application**

	Site Address 14 South High Street, New Albany, Ohio 43054					
	Parcel Numbers 222-000001-00					
	Acres $0.11$ # of lots created					
	Choose Application Type	Circle all Details that Apply				
<b>Project Information</b>	<ul> <li>Appeal</li> <li>Certificate of Appropriateness</li> <li>Conditional Use</li> <li>Development Plan</li> <li>Plat</li> <li>Lot Changes</li> <li>Minor Commercial Subdivision</li> <li>Vacation</li> <li>Variance</li> <li>Extension Request</li> <li>Zoning</li> </ul>	Preliminary Preliminary Combination Easement Amendment (re	Final Final Split ezoning)	Comprehensive Adjustment Street Text Modificat		
	Description of Request: <u>To install</u>	new signage.				
Contacts	Property Owner's Name:       Nathania         Address:       14 South High Street         City, State, Zip:       New Albany, OH 430         Phone number:       614-600-3777         Email:       nate@buschtax.com         Applicant's Name:       Ethan Fr         Address:       800 Cross Pointe Road	54 razier ad, Suite M		Fax: <u>614</u>	-750-1531	
	City, State, Zip: Gahanna, Ohio 4323 Phone number: 614.864.9999 Email: efrazier@keiserdesigngroup			Fax: <u>N/A</u>	·	
Signature	The Owner/Applicant, as signed below employees and appointed and elected of described in this application. I certify t true, correct and complete.	e visits to the property by City of New Albany representatives are essential to process this application e Owner/Applicant, as signed below, hereby authorizes Village of New Albany representatives, ployees and appointed and elected officials to visit, photograph and post a notice on the property cribed in this application. I certify that the information here within and attached to this application is e, correct and complete.				
		anisl Buse Fozior	ch (Pr	7	Date: 10/13/22 Date: 10/13/22	



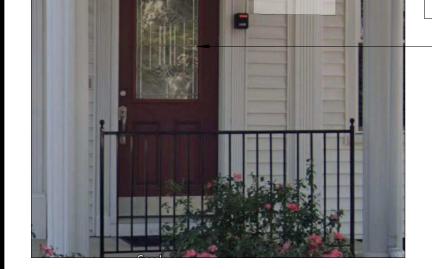
2022 Keiser Design Group, Inc.



	ROOF - KNEE $116' - 0"$ $b$
2 CoA-3 3 CoA-3	Busch Tax Company, LLC Busch Tax Company, LLC SECOND FLOOR 109' - 0" NEW FRENCH- STYLE EXTERIOR <sup>5</sup> DOOR
	FIRST FLOOR 100'-'0" FOUNDATION 96'-8"
$1 \frac{\text{WEST ELEVATION - PROPOSED}}{3/16" = 1'-0"}$	
4' - 6" Busch Tax Company, LLC. BACKGROUND / BACKPLATE LETTERING	FIRST FLOOR 100' - 0"
2 SIGNAGE DETAIL 1/2" = 1'-0"	$3 \frac{\text{FRENCH DOOR DETAIL}}{3/8" = 1'-0"}$
	DOOR SPECIFICATIONS           MATERIAL         COLOR         SIZE         GLAZING         GRIDS
Balance Balance B	

PRIMED STEEL

EXISTING EXTERIOR FRONT DOOR



# SIGNAGE COLOR KEY TEXT / LETTERS COLOR: WHITE BORDER COLOR: BEIGE / TAN BACKGROUND COLOR: BLUE

RED (TO MATCH EXISTING) 5'-6" X 6'-8"

SIGNAGE MATERIAL: ALUMINUM



YES

NO

# KEISER DESIGN GROUP www.keiserdesigngroup.com

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