



**New Albany Architectural Review Board**  
Monday, March 13, 2023 Meeting Minutes

Prior to the beginning of the March 13, 2023 meeting of the New Albany Architectural Review Board, Council Member Wilttrout administered the oath of office to new board member, Adam Davie.

**I. Call to order**

Vice Chair Iten called the meeting of the New Albany Planning Commission to order at 7:01 p.m. The meeting was held at New Albany's Village Hall.

**II. Roll call**

Those answering roll call:

Mr. Hinson	absent
Mr. Iten	present
Mr. Brown	present
Mr. Davie	present
Mr. Maletz	absent
Ms. Moore	present
Mr. Strahler	present
Council Member Wilttrout	present.

Having 5 members present, the board had a quorum to transact business.

Staff members present: Ben Albrecht, Law Director; Chris Christian, Planner II, Sierra Cratic-Smith, Planner; Adrienne Joly, Director of Administrative Services; Steve Mayer, Planning Manager; Chelsea Nichols, Planner; Christina Madriguera, Deputy Clerk.

**III. Action on minutes:** February 13, 2023

Board Member Strahler moved to approve the minutes from the February 13, 2023 meeting. Board Member Moore seconded the motion.

Upon roll call: Mr. Strahler, yes; Ms. Moore, yes; Mr. Davie, yes; Mr. Brown, abstain; Mr. Iten, yes. Having 4 yes votes; 0 no votes; and 1 vote to abstain, the February 13, 2023 meeting minutes were approved as submitted.

**IV. Additions or corrections to agenda**

Vice-Chair Iten asked whether there were any additions or corrections to the agenda.

Planner Nichols introduced Planner Cratic-Smith who would be presenting ARB-33-2023 and was appearing before the board for the first time.

The board welcomed Planner Cratic-Smith.

Council Member Wiltout introduced new board member Adam Davie. She explained that Board Member Davie is an architect and that he and his family are New Albany residents.

The board welcomed Board Member Davie.

Vice Chair Iten administered the oath to anyone present who would be addressing the board for an item on the agenda.

## **V. Cases:**

### **ARB-22-2023 Certificate of Appropriateness**

Certificate of Appropriateness for the installation of a new canopy on a building for defined outdoor areas used for dining located at 266 E. Main Street (PID: 222-000089).

**Applicant: Sarasheen Partnership LLC**

Planner Nichols delivered the staff report.

Vice Chair Iten asked whether the board had approved a proposed structure to be built in the future.

Planning Manager Mayer responded that he did not think so, he recalled the board's consideration of a proposed structure at another restaurant location, but not at this location.

Board Member Brown stated that he thought the canopy was an improvement to the patio and the restaurant as a whole.

Board Member Strahler agreed that it was an improvement to the building.

Board Member Moore further agreed and asked whether the top of the canopy would reach the underside of the brick.

Frank Weaver, on behalf of the applicant, responded in the affirmative and stated that it might not be clear from the rendering but that was his intention.

Council Member Wiltout remarked that she thought the design looked beautiful.

Board Member Davie stated that he was a big fan of Elliot's and looked forward to this amenity and asked whether the downspout would be relocated.

Mr. Weaver responded no, that the downspout was close to the corner.

Board Member Davie asked whether the existing smaller canopy would be removed and how the new canopy would be attached.

Mr. Weaver responded that the smaller canopy would be removed and the new canopy would be installed using a pre-fab system and there would be a flashing detail as it goes up to the metal roof.

Vice Chair Iten asked whether there were any further questions.

There was no response.

Board Member Brown moved to approve the certificate of appropriateness for ARB-22-2023.  
Board Member Strahler seconded the motion.

Upon roll call: Mr. Brown, yes; Mr. Strahler, yes; Mr. Iten, yes; Mr. Iten, yes; Mr. Davie, yes; Ms. Moore, yes. Having 5 yes votes; 0 no votes; and 0 abstentions, the certificate of appropriateness for ARB-22-2023 was approved.

**ARB-33-2023 Certificate of Appropriateness**

Certificate of Appropriateness for the expansion of a school campus parking lot located at 7600 Fodor Road (PID: 222-000922).

**Applicant: Mannik Smith**

Planner Cratic-Smith delivered the staff report.

Vice Chair Iten asked the applicant whether he had anything to add to the staff report.

Andrew Samuelson, applicant, thanked Planner Cratic-Smith and stated that he had nothing to add to her report.

Vice Chair Iten asked whether the parking lots were lit and whether that was in the report.

Mr. Samuelson answered that the lots were lit and that the lamps would be improved to include 2 heads.

Board Member Moore responded that the fact that the lots were lit was in the report.

Vice Chair Iten asked about the landscaping, whether the trees and landscaping proposed in the application would match the existing trees.

Mr. Samuelson responded that the new trees would match as best as possible and further that currently there is no adjacent landscape screening so the proposed evergreen shrubs and screening would be a new addition.

Board Member Strahler observed that the application called for removal of 4-5 trees and asked whether they would be replaced.

Mr. Samuelson responded that the ash trees scheduled for removal were ash trees that were scheduled for removal regardless of the application, and that there was no plan to replace them.

Board Member Strahler asked whether or not there was a screening requirement for the south side location.

Planning Manager Mayer answered that there was not a screening requirement for the south side.

Board Member Strahler remarked that the other sides of the parking lot had trees and screening. He further stated that even if the removed trees are dying ash trees, it would be nice to have them replaced.

Board Member Brown asked about the new water retention basin and asked whether calculations performed that indicated that the current basin was insufficiently sized.

Mr. Samuelson replied that the retention basin was being installed in an effort to protect the existing basin.

Board Member Davie stated that the design for increasing the parking looked like a no-brainer and that it should have been added at the outset, but joined other board members with concern for removal of the trees. He stated that the renderings do not do justice to the number of trees that will be removed. He suggested that trees or larger shrubs be added to replace the trees that would be removed.

Board Member Strahler stated that he understood that the Ash trees were dying and needed to be removed. He asked whether those trees were planted pursuant to a code requirement and thus whether the code required that they be replaced.

Planning Manager Mayer stated that the code requires 1 tree per parking space, and he confirmed that this application would meet code requirements even if the removed trees were not replaced.

Board Member Strahler asked whether the board could ask for more trees to be added.

Planning Manager Mayer responded that requiring more trees was within the purview of the board.

Vice Chair Iten asked Board Member Strahler what he had in mind.

Board Member Strahler responded that the 5 trees be replaced on the south side.

Mr. Samuelson asked whether there was a particular caliper size that the board would like for the new trees.

Planning Manager Mayer stated that between 2 and 2 ½ inches was the standard and staff could continue to work with the applicant on that.

Board Member Davie observed that they would be removing 7 trees, and while it was true that trees would be added, as a practical matter the new trees would not replace the removed trees. He stated it would be nice to have more substantial landscaping or 1 or 2 trees on the side facing Fodor Road. But he acknowledged the space constraints involving the islands in the parking lot and the water line.

Planning Manager Mayer stated that staff would be happy to work with the applicant on creating more of a balance for the new landscaping and the location of the trees. He further stated that staff had good guidance from the board.

Council Member Wiltout asked the applicant if he knew why the parking lot was not built bigger in the first place.

Mr. Samuelson said he was not sure but he knew it had been originally planned to be built larger.

Council Member Wiltout said she was concerned that they were missing a well-reasoned decision not to build a bigger parking lot in the first place.

Vice Chair Iten stated that he thought they originally intended to construct a larger auditorium on that site, but then the construction of the McCoy superseded those plans.

Council Member Wiltout asked about the perimeter of the adjacent wetland.

Mr. Samuelson responded that the wetland was not indicated on the rendering. He explained that the wetland has been there for such a period of time that it currently has plants and a retention basin.

Council Member Wiltout thanked Mr. Samuelson and stated that she wanted to ensure that the expanded parking lot would not encroach in any way on the adjacent wetland

Administrative Services Director Joly added that the city got a water quality grant in order to enhance and improve the aesthetics of the wetland.

Board Member Strahler moved for approval of the certificate of appropriateness for ARB-33-2023, subject to the condition that 3 trees be added around the new retention pond area on the Fodor Road side of the property, subject to staff approval. Board Member Brown seconded the motion.

Upon roll call: Mr. Strahler, yes; Mr. Brown, yes; Mr. Iten, yes; Ms. Moore, yes; Mr. Davie, yes. Having 5 yes votes; 0 no votes; 0 abstentions, the certificate of appropriateness for ARB-33-2023 was approved.

### **ARB-34-2023 Certificate of Appropriateness**

Certificate of Appropriateness for new improvements at Taylor Farm Park (PID: 222-005165).

**Applicant: City of New Albany Ohio c/o Adrienne Joly**

Administrative Services Director Joly delivered the staff report. She welcomed Board Member Davie. She also introduced Dan Hanes of Columbus Architectural Studio, who was the architect for this project. The architecture of the proposed restroom and storage building is intended to mimic the design and scale of the half monitor chicken coop that is currently on the Taylor Farm property. She explained that a report by Hardlines Design Company outlines how the half monitor design of the chicken coop was created by the University of Illinois and was used across the Midwest in the 1920s, but there are very few examples remaining. The proposed structure mimics the half monitor design because it includes a monitor with vertically proportioned windows, wood siding, usage of dark grey stain, and a standing seam metal roof. She further explained that on March 20, 2023 the Planning Commission will consider a related variance application, VAR27-2023, because 80% of the proposed structure was within the floodplain.

Vice Chair Iten noted that when he visited the Taylor Farm property, that it did not appear that the chicken coop had ever been painted.

Administrative Services Director Joly agreed, and stated that if it was, there is no evidence the chicken coop was ever painted.

Vice Chair Iten asked whether the windows would be fixed.

Board Member Brown stated fixed, meaning not operational. And further stated that when the chicken coop is restored the coop windows will be gone and, and it appeared that the replacement windows would be fixed.

Mr. Hanes agreed, the replacement windows would be fixed and further that traditionally these buildings were not painted.

Vice Chair Iten clarified the scope of the certificate of appropriateness, whether the applicant was seeking approval for more than the proposed restroom structure.

Administrative Services Director Joly confirmed that the certificate of appropriateness was solely for the proposed restroom structure. Discussion of the adjacent chicken coop was to provide context.

Board Member Moore stated that she liked the structure and asked whether the restrooms would be locked after hours.

Administrative Services Director Joly explained that park hours would be from dawn til dusk. Signs would be posted. At dusk, remote control gates will be closed in order to prohibit vehicular entry to the park however foot traffic through trail connections would still be possible.

Board Member Moore remarked that the design looked very good.

Board Member Strahler noted the photos of the barn and asked whether restoration of the barn would occur.

Administrative Services Director Joly answered yes, restoration of the barn is anticipated for phase III of the project. She further stated that she hoped it would be an open-air type of shelter, not unlike Whetstone Pavillion.

Board Member Davie noted that frequently drinking fountains tend to be an afterthought in these types of project, and suggested that the city consider installing them in the early stages.

Administrative Services Director Joly thanked Board Member Davie for raising that issue and noted that she had not yet thought about drinking fountains.

Board Member Davie asked what type of flooring would be used in the community room.

Mr. Hanes responded that it would be brick and concrete.

Board Member Davie observed that the rainwater would come into the structure so that is something to consider. He further stated that the renderings looked great.

Vice Chair Iten asked for further comments and stated that he would entertain a motion.

Board Member Moore moved to approve the certificate of appropriateness for ARB-34-2023. Board Member Davie seconded the motion.

Upon roll call: Ms. Moore, yes; Mr. Davie, yes; Mr. Strahler, yes; Mr. Brown, yes; Mr. Iten, yes. Having 5 yes votes; 0 no votes; and 0 abstentions, the certificate of appropriateness was approved.

## **VI. Other business**

### **1. City Project Update: Market Street Extension**

Planning Manager Mayer stated that he wanted to give the board a preview of the continuing development plans for the Market Street Extension project which includes extension of Market St. up to Third St. He provided an overview of the Market Street Extension project and explained that traffic throughout the city, especially the Village Center has been an area of focus of development since 2006. The Engage New Albany survey revealed that 43% of all traffic in New Albany was through traffic, and that the through traffic was not just on SR 161, it included High St/605 and Main St./SR 62 through the Village Center. This has resulted in a congestion area in our village center. Our overall goal is to provide additional, narrower streets through the village center.

Planner Christian explained that in the next 2 to 3 months there will be an application for a street extension before the Planning Commission. The plat itself will not be before the board, but because the application will impact private property, he wanted to explain it to the board. There will be a realignment with Third St. and Main St. In order to accommodate the city's proposed realignment, the Methodist Church will lose a portion of their parking lot, the eye doctor's parking lot will need to shift, and the New Albany Company has already agreed that the building that houses Prestige Driving will be demolished. The board will review applications related to these private property accommodations.

Vice Chair Iten stated that ultimately the city has the right to condemn these properties.

Administrative Services Director agreed and added that consistent with past practice, the city would be working with the private property owners so that such action need not be taken.

## **2. Annual Organizational Meeting**

### **Election of 2023 Chair**

Vice Chair stated that Alan Hinson had served as Chair of the Architectural Review Board with aplomb since the departure of the former chair, Mr. Costantino. He nominated Mr. Hinson to continue as Chair of the Architectural Review Board. Board Member Strahler seconded the nomination.

Upon roll call: Mr. Iten, yes; Mr. Strahler, yes; Mr. Brown, yes; Mr. Davie, yes; Ms. Moore, yes. Having 5 yes votes, Mr. Hinson was unanimously elected to serve as Chair of the New Albany Architectural Review Board for 2023.

### **Election of 2023 Vice Chair**

Secretary Brown nominated Jonathan Iten to continue as Vice Chair of the Architectural Review Board. Board Member Moore seconded the nomination.

Upon roll call: Mr. Brown, yes; Ms. Moore, yes; Mr. Strahler, yes; Mr. Davie, yes; Mr. Iten, yes. Having 5 yes votes, Mr. Iten was unanimously elected to serve as Vice Chair of the New Albany Architectural Review Board for 2023.

### **Election of 2023 Secretary**

Vice Chair Iten nominated Jim Brown to continue to serve as Secretary of the Architectural Review Board. Board Member Strahler seconded the nomination.

Upon roll call: Mr. Iten, yes; Mr. Strahler, yes; Ms. Moore, yes; Mr. Davie, yes; Mr. Brown, yes. Having 5 yes votes, Mr. Brown was unanimously elected Secretary of the New Albany Architectural Review Board for 2023.

### **Establishment of 2023 meeting schedule**

Vice Chair Iten moved that the board adopt the staff-recommended 2023 meeting schedule. Board Member Brown seconded the motion.

Upon roll call: Mr. Iten, yes; Mr. Brown, yes; Mr. Davie, yes; Ms. Moore, yes; Mr. Strahler, yes. Having 5 yes votes, the staff recommended 2023 meeting schedule was unanimously adopted.

Law Director Ben Albrecht and discussed the change to the attendance policy and refreshed the board on electronic communications. He admonished the board to be cognizant of requirements of the Ohio Open Meetings Act, particularly the fact that it applies to all electronic communications. He reminded the board that all discussions between board members of public business must be at an open meeting. He encouraged board members to reach out to city staff members if they had questions. And further, to be cognizant and careful about using the reply all feature for electronic communications. If you have questions, ask staff.

Vice Chair Iten sought to clarify that a meeting was defined as a majority of the public body, so a one on one conversation with a single board member would not run afoul of the open meetings act.

Law Director Albrecht stated that was correct, but he stated that all members should remain cautious about the deliberation component.

Vice Chair Iten agreed, and then continued that deliberation does not include fact-finding or hearing a lecture or presentation in the same room as another board member.

Law Director Albrecht stated that deliberation could include fact finding but agreed that hearing a lecture or attending an information session do not constitute a meeting.

**VII. Poll members for comment**

Vice Chair Iten thanked staff and all members.

**VIII. Adjourn**

Board Member Brown moved to adjourn. Board Member Strahler seconded the motion.

Upon roll call: Mr. Brown, yes; Mr. Strahler, yes; Ms. Moore, yes; Mr. Davie, yes; Mr. Iten. Having 5 votes to adjourn, the meeting adjourned at 8:04 p.m.

Submitted by Christina Madriguera, Deputy Clerk.

**Appendix**

**Staff Report and Record of Action ARB-22-2023**

**Staff Report and Record of Action ARB-33-2023**

**Staff Report for ARB-34-2023 and Record of Action ARB-28-2023** - clerk's note, Record of Action ARB-28-2023 corresponds to application and Staff Report ARB-34-2023 on the meeting agenda.





**Architectural Review Board Staff Report  
March 13, 2023**

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**266 E. MAIN STREET CANOPY ADDITION  
CERTIFICATE OF APPROPRIATENESS**

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LOCATION: 266 East Main Street (PID: 222-000089)  
APPLICANT: Sarasheen Partnership LLC, c/o Tom Sheehan  
REQUEST: Certificate of Appropriateness  
ZONING: Infill Planned Unit Development (I-PUD) within the Urban Center  
STRATEGIC PLAN: Village Center  
APPLICATION: ARB-22-2023

Review based on: Application materials received on February 2, 2023 and February 23, 2023.

*Staff report prepared by Chelsea Nichols, Planner*

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**I. REQUEST AND BACKGROUND**

The applicant requests review and approval of a certificate of appropriateness for a new canopy addition to cover an existing patio and the use of removable seasonal walls on the patio canopy for Elliot's Wood Fired Kitchen & Tap located at 266 East Main Street. The existing patio was approved in 2012 (ARB-03-12) and is approximately 1,077 square feet in area. The patio is used as an outdoor dining area for the restaurant. It is located on the west side of the building. Approximately 600 square feet of the total outdoor patio area will be covered by the proposed canopy. The canopy will have removable, seasonal plastic screens to allow for year-round use of the outdoor dining area.

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 a new canopy patio cover addition within the Village Center, the Architectural Review Board is directed to evaluate the application based on criteria in Chapter 1157.

**II. SITE DESCRIPTION & USE**

The property is zoned I-PUD (Infill Planned Unit Development) and is part of the US Bank Center Development. It contains a multi-tenant commercial building and U.S. Bank. Businesses within this development include U.S. Bank, Polished Nails Spa, Impressed Dry Cleaning, Cutler Real Estate, Laura Jacob Art, and Elliot's Wood Fired Kitchen & Tap. The site is located on the north side of E. Main Street, and is directly across from the Avalon of New Albany assisted living development.

**III. EVALUATION**

**A. 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:

1. *The compliance of the application with the Design Guidelines and Requirements and Codified Ordinances.*
  - The existing patio is located within the courtyard area of the development and serves as outdoor seating for Elliot's. A single door provides access to the patio from the restaurant. One existing egress gate is in place and second egress gate will be added for the patio. The current entrance to Elliot's will remain as the primary business entry.
  - To contain the dining area, an existing railing and fence defines two edges of the patio. The existing brick wall (approximately 2.5 feet in height), parallel to E. Main Street, will remain to define the patio's edge closest to the roadway.
  - The proposed canopy addition will be a black finish and is 12' in height. The canopy will serve as a cover for patio. The patio is approximately 1,077 square feet (21' x 51') of total outdoor dining space. The steel canopy structure will support a roof over 600 square feet of the area. The remaining 400 square feet will be open-air and left uncovered.
  - The canopy will support removable, seasonal window walls made of canvas with plastic screens. This will allow for additional dining space during inclement weather. The wall will be a black colored canvas with clear plastic "windows."
  - Within the open-air area of the patio, there are existing air conditioning units, which are screened from the dining area with an existing stained cedar wood fence.
  - The canopy creates an eave overhand along the front face of the structure that projects as a rake along both sides. Emphasis is placed on the entablature with a horizontal bead that terminates into the piers. Vertically oriented siding occurs on the left and right-hand sides below rake trim.
  - The details included on the proposed design helps aesthetically harmonize the canopy with the building by complementing the architectural lines from the building's façades and brick soldier course. Consistent with the development text requirement, this canopy exhibits 360-degree design and balances the architecture of the main building.
  - The U.S. Bank Center zoning text requires all colors harmonize to with each other. The black color chosen for the canopy addition is appropriate and harmonious with the surrounding development. The existing awnings on the building and within the development are already black.
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 canopy addition is consistent with the original intent of the development and is appropriately scaled for the building and site. The canopy integrates with the architectural style of the building.
  - The removable screen wall changes the visual components of the building and site when it is in use. The removable walls are designed to be used during the colder seasons and during bad weather.
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
  - The existing original qualities and character of the building will remain. The canopy is an addition that will serve to enhance the original character of the U.S. Bank Center Development.
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 design appropriate to its style and scale, while considering its surroundings. The proposed canopy addition appears to match the style of the building and is appropriately scaled.
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.*
    - The canopy addition does not provide significant structural elements to the building. If the canopy is removed in the future, the essential form and integrity of the primary structure will not be impaired or affected.

**IV. SUMMARY**

The canopy addition is proportional to the building and the patio area, and its location within the site is appropriate. Overall, it seems that construction of this canopy will enhance the quality of the business, building, and surrounding area by “activating” the public space year round and contributing to the urban character that is desired in the Village Center. The canopy details help aesthetically harmonize the canopy with the building by complementing the architectural detail lines from the building’s façades and brick soldier course. Consistent with the development text requirement, this canopy exhibits 360-degree design and balances the architecture of the main building.

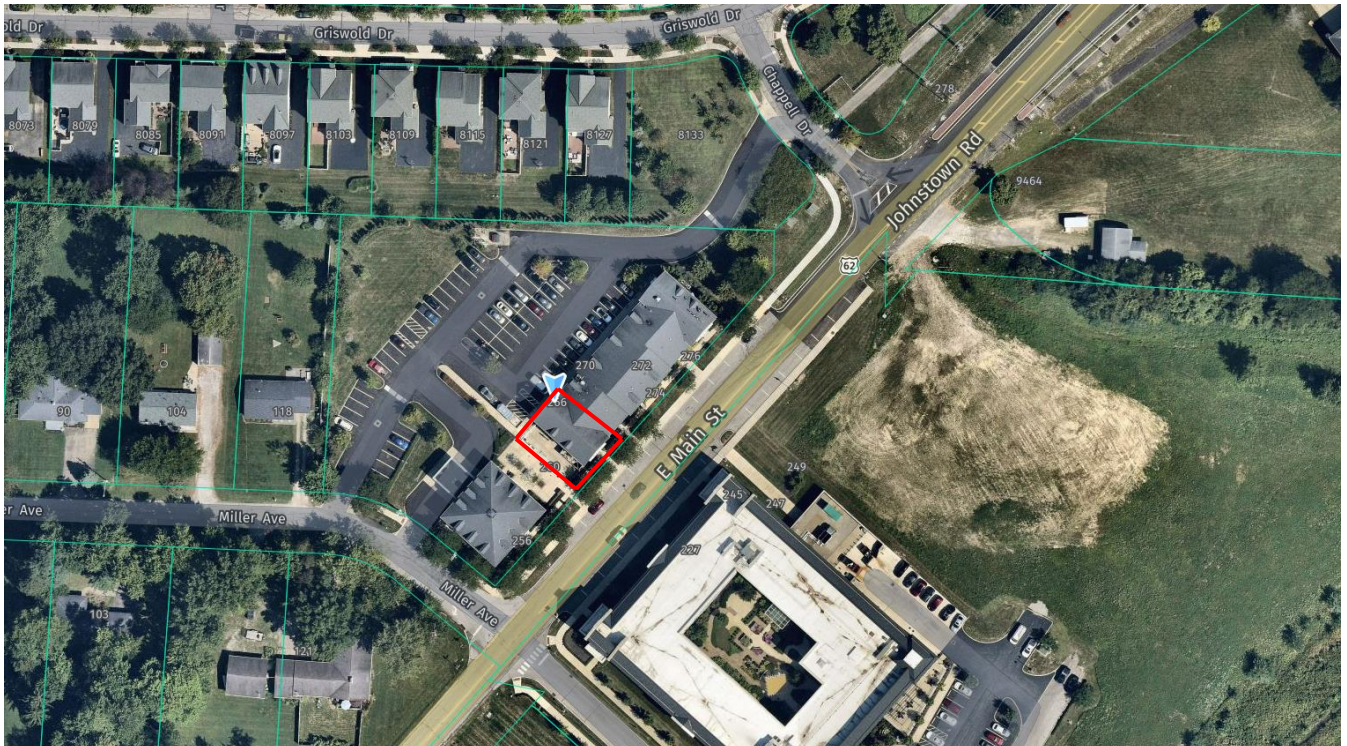
**V. ACTION**

Should the Architectural Review Board find sufficient basis for approval, the following motion would be appropriate (conditions may be added).

**Suggested Motion for ARB-22-2023**

Move to approve Certificate of Appropriateness application ARB-22-2023.

**Approximate Site Location:**



Source: nearmap



## **Community Development Department**

RE: City of New Albany Board and Commission Record of Action

Dear Sarasheen Partnership LLC,

Attached is the Record of Action for your recent application that was heard by one of the City of New Albany Boards and Commissions. Please retain this document for your records.

This Record of Action does not constitute a permit or license to construct, demolish, occupy or make alterations to any land area or building. A building and/or zoning permit is required before any work can be performed. For more information on the permitting process, please contact the Community Development Department.

Additionally, if the Record of Action lists conditions of approval these conditions must be met prior to issuance of any zoning or building permits.

Please contact our office at (614) 939-2254 with any questions.

Thank you.



## Community Development Department

### Decision and Record of Action

Tuesday, March 14, 2023

The New Albany Architectural Review Board took the following action on March 13, 2023.

#### Certificate of Appropriateness

**Location:** 266 E Main Street

**Applicant:** Sarasheen Partnership LLC,

**Application:** PLARB20230022

**Request:** Certificate of Appropriateness for a new canopy addition to cover an existing patio.

**Motion:** To approve.

**Board Vote:** Motion to approve PLARB20230022

**Result:** Certificate of Appropriateness, PLARB20230022 was approved, by a vote of 5-0.

Recorded in the Official Journal this March 14, 2023.

**Condition(s) of Approval:** None

Staff Certification:

*Chelsea Nichols*

Chelsea Nichols  
Planner



**Architectural Review Board Staff Report  
March 13, 2023 Meeting**

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**7600 FODOR ROAD  
CERTIFICATE OF APPROPRIATENESS  
NEW ALBANY PLAIN LOCAL SCHOOL DISTRICT  
HIGH SCHOOL PARKING LOT EXPANSION**

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LOCATION: 7600 Fodor Road (PID: 222-000922)  
APPLICANT: Anders Samuelson, Mannik Smith Group  
REQUEST: Certificate of Appropriateness  
ZONING: Urban Center District within Village Center – Campus Subdistrict  
STRATEGIC PLAN: Village Center  
APPLICATION: ARB-33-2023

Review based on: Application materials received on February 17, 2023.

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*Staff report prepared by Sierra Cratic-Smith, Planner*

**I. REQUEST AND BACKGROUND**

The applicant requests an expansion of the existing high school parking lot. The High School parking lot proposal increases its area to accommodate 28 additional parking spaces based upon an anticipated increase in the number of students attending in the next ten years. The addition of 28 parking spaces brings the total number to 327 spaces at this lot.

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. This section of city code states that any addition to a parking lot constitutes as a major environmental change. Accordingly, the new additional parking spaces must be reviewed and approved by the ARB.

**II. SITE DESCRIPTION & USE**

The parking lot is located on the school campus and zoned Urban Center District (Campus sub district). The parking lot is located east of Fodor Road and west of the High School and football stadium.

The school campus is located generally north of Dublin Granville Road, south of State Route 161, and between Fodor Road and High Street. The site is developed with multiple school buildings, accessory buildings and recreation facilities, including a football stadium, tennis courts, and ball fields.

**III. EVALUATION**

**A. 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:

1. *The compliance of the application with the Design Guidelines and Requirements and Codified Ordinances.*
  - Section 1(I)(E) of the Design Guidelines and Requirements (DGRs) – Design Principle and American Architectural Precedent – requires parking areas to be screened with landscaping and placed in locations to minimize their visual impact. See the landscaping section for additional information.
  - Section 8(II)(2) of the DGRs - Civic and Institutional Buildings – requires site plantings and landscaping to be an appropriate scale and design, based on or complementary to the architectural design of the buildings. See the landscaping section for additional information.
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.*
  - Landscape:
    - The parking lot is landscaped to meet code chapter 1171.06(b) which requires “parking lots shall be screened from primary streets, residential areas, and open space by a three and one-half (3.5)-foot minimum height evergreen hedge or masonry wall, or combination of wall and plantings. The parking lot expansion is located along Fodor Road and is screened by evergreen shrubs.
    - Codified Ordinance 1171.08(a) requires “wet and dry stormwater basins shall be designed by a landscape architect in conjunction with a professional engineer to ensure that the basins have a natural shape and are graded and planted in an attractive manner.” The basin is designed with a natural curvature shape and is planted with a ornamental grasses, perennials, and evergreen shrubs.
    - The city code recommends 1171.06(a)(3) recommends one tree per 10 parking spaces be installed in the islands. The applicant is exceeding the recommended number of trees by providing a total of four.
  - Parking and Circulation:
    - The proposal adds 28 additional parking spaces to the High School parking lot. The maneuvering lane is 22 feet wide with 9 feet by 19 feet wide parking spaces which meet code requirements per code 1167.03(A)..
    - The additional parking utilizes the current circulation plan for the High School parking lot and routes incoming traffic from Fodor Road to the right to maximize stacking and increase the drop-off area near the building by creating a one-way counterclockwise loop to increase on-site safety. The additional spaces extend this circulation route.
    - Directional arrows will be painted on the asphalt to direct traffic through the parking lot and drop-off zone.
  - Signage:
    - No signage has been submitted at this time.
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
  - The proposed addition of parking lot is an expansion of the existing parking areas preserves and expands the distinguishing original qualities of the site.
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.*
  - The parking lot is landscaped above the minimum code requirements. The addition of the water basin provides a creative addition to the already abundant landscaping character of the site and appears to be preserved.
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.

## B. Urban Center Code Compliance

- The Urban Center Code provides the following lot and building standards for the Campus sub-district:

<b>Standard</b>	<b>Minimum</b>	<b>Maximum</b>	<b>Proposed</b>
Lot Area	No min	No max	76.7 acres
Lot Width	No min	No max	N/A
Lot Coverage	No min	No max	Unknown
Street Yard	30 feet	No max	50 feet
Side Yard	20 feet	No max	N/A
Rear Yard	20 feet	No max	N/A
Building Width	No min	No max	N/A
Stories	1	4	N/A
Height	No min	55 feet	N/A

- Urban Center Code Section 2.140.1 states that parking shall be provided as needed and supported by evidence-based standards. The application submittal includes a historical enrollment report and future projections. The report indicates that student enrollment projections could increase by approximately 16% over the next ten years.
- Urban Center Code Sections 2.1240.2 and 5.30 state that one bicycle hitch is to be provided based on the number of off-street parking spaces. This requirement is met from the existing conditions.

## II. SUMMARY

The ARB should evaluate the overall proposed based on the requirements in the Urban Center Code, Design Guidelines & Requirements, and the Codified Ordinance Chapter 1171. The addition of parking is to accommodate the future growth of students attending the high school. The expansion does not appear to be substantial because it does not disrupt the flow of traffic nor does it disrupt the school's character. Furthermore, the addition of landscaping is appropriate for the school's characteristics. The site layout appears to be matching the intent of the standards and goals found within the Engage New Albany strategic plan, Urban Center Code, and the Design Guidelines and Requirements for institutional uses on a school campus. Therefore, the new and expanded parking lot configurations appear appropriate.

## III. ACTION

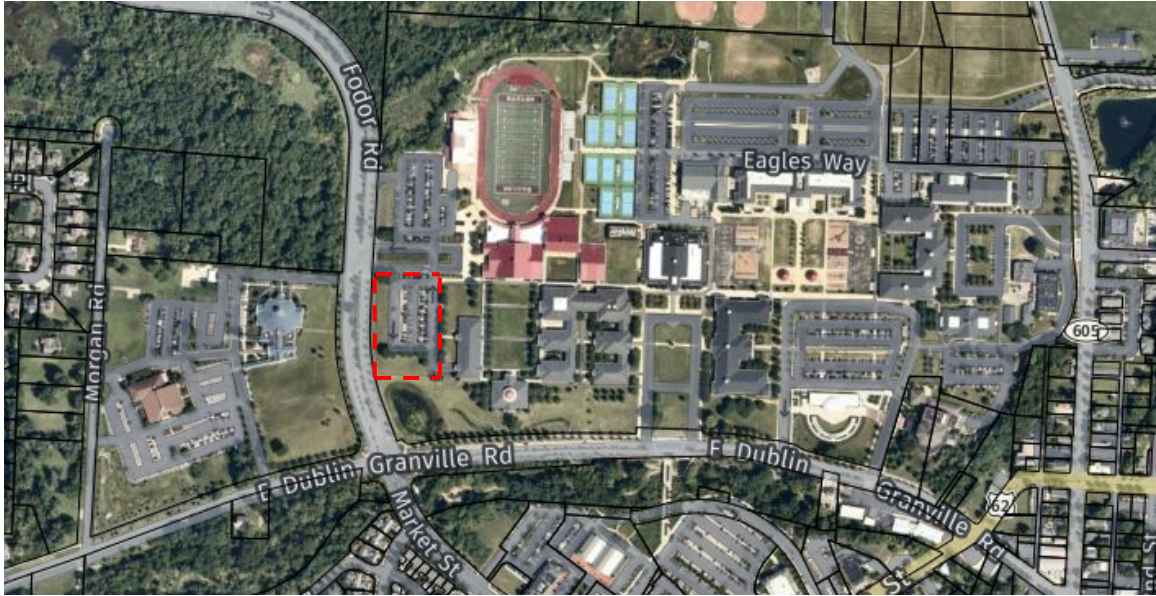


Should the Architectural Review Board find sufficient basis for approval, the following motion would be appropriate (conditions may be added).

**Suggested Motion for ARB-33-2023**

Move to approve Certificate of Appropriateness application ARB-33-2023

**Approximate Site Location:**



Source: NearMap



## **Community Development Department**

RE: City of New Albany Board and Commission Record of Action

Dear Anders Samuelson

Attached is the Record of Action for your recent application that was heard by one of the City of New Albany Boards and Commissions. Please retain this document for your records.

This Record of Action does not constitute a permit or license to construct, demolish, occupy or make alterations to any land area or building. A building and/or zoning permit is required before any work can be performed. For more information on the permitting process, please contact the Community Development Department.

Additionally, if the Record of Action lists conditions of approval these conditions must be met prior to issuance of any zoning or building permits.

Please contact our office at (614) 939-2254 with any questions.

Thank you.



## Community Development Department

### Decision and Record of Action

Wednesday, March 15, 2023

The New Albany Architectural Review Board took the following action on 03/13/2023 .

#### Certificate of Appropriateness

**Location:** 7600 Fodor Rd, Unit:HS

**Applicant:** Mannik & Smith Group

**Application:** PLARB20230033

**Request:** An expansion of the existing high school parking lot. The High School parking lot proposal increases its area to accommodate 28 additional parking spaces based upon an anticipated increase in the number of students attending in the next ten years.

**Motion:** Approved

**Commission Vote:** Motion Approval with Conditions, 5-0

**Result:** Certificate of Appropriateness, PLARB20230033 was Approval with Conditions, by a vote of 5-0.

Recorded in the Official Journal this March 13, 2023

#### Condition(s) of Approval:

1. Install trees along Fodor Road, especially around the stormwater basin.

Staff Certification:

*Sierra Cratic-Smith*

Sierra Cratic-Smith  
Planner



**Architectural Review Board Staff Report  
March 13, 2023 Meeting**

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**CERTIFICATE OF APPROPRIATENESS  
TAYLOR FARM PARK RESTROOM AND STORAGE BUILDING**

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LOCATION: Taylor Farm Park (PID: 222-005165)  
APPLICANT: City of New Albany c/o Adrienne Joly  
REQUEST: Certificate of Appropriateness  
ZONING: Agricultural (AG)  
STRATEGIC PLAN: Parks and Green Space  
APPLICATION: ARB-34-2023

Review based on: Application materials received on February 23, 2023.

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*Staff report prepared by Chris Christian, Planner II.*

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**I. REQUEST AND BACKGROUND**

This certificate of appropriateness application is for a new building to provide community meeting space, restrooms and indoor storage at Taylor Farm Park on Dublin Granville Road.

Per Section 8 of the New Albany Design Guidelines and Requirements, civic and institutional projects must submit a development plan for review by the Architectural Review Board (ARB). The plan should include site design, building locations, building form and massing information, and a palette of design elements that includes exterior materials, window and door design, colors, and ornamentation. Section 8 of the New Albany Design Guidelines and Requirements applies to all park and recreation buildings therefore, ARB review and approval is required. All other proposed or existing improvements shown on the site plan do not constitute as new buildings and therefore do not require ARB review.

There is related variance application for the property relating to the city floodplain regulations scheduled to be heard by the Planning Commission during their March 20, 2023 meeting (VAR27-2023).

**II. SITE DESCRIPTION & USE**

Taylor Farm Park is located on the far western corporate boundary that is shared with the city of Columbus along Dublin Granville Road. The site contains an existing historic home, summer kitchen, garage, chicken house, barn and parking lot.

**III. EVALUATION**

The ARB's review is pursuant to C.O. Section 1157.06 (Architectural Review Overlay District). 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 **1157.09 Design Appropriateness**, the building and site should be evaluated on these criteria:

**A. Certificate of Appropriateness**

1. *The compliance of the application with the Design Guidelines and Requirements and Codified Ordinances.*
  - The applicant proposes to construct a new bathroom and storage building on the Taylor Farm Park site. The proposed 550+/- sq. ft. building is located adjacent to the existing chicken house which is proposed to be restored.
  - Section 8 of the New Albany Design Guidelines and Requirements provides the requirements for all civic and institutional projects in New Albany. Section 8 (III.2) requires the architectural style of a civic building to be appropriate to the context, location and function of the building and be based on traditional practice in American architecture. Public recreation structures may be appropriately designed as vernacular buildings or even in the form of traditional barns.
    - A report by Hardlines Design Company outlines how the existing half monitor chicken house was invented by the University of Illinois and became popular on rural properties throughout the Midwest in the 1920s. The report concludes that the proposed bathroom and storage facility design is appropriate to the context of the site as it mimics the design and scale of the existing chicken house.
  - DGR Section 8(III)(4) states that civic and institutional designs shall follow the precedents of traditional American architectural designs, with particular care paid to the proportions of wall height to width; roof shape; and proportions of windows and doors, including vertically-proportioned window panes. The details and design characteristics of the traditional style selected for a new building shall be carefully studied and faithfully rendered in the new building's design.
    - This requirement is met as the proposed building is designed to mimic the existing, historic chicken house which sits directly adjacent to it. The design includes a monitor with vertically proportioned windows, wood siding, a standing seam metal roof and the addition of functional barn doors to enter the building.
  - The applicant identifies the following exterior materials on the plans:
    - Dark wood siding;
    - CMU;
    - Steel roof panels; and
    - Fixed wood windows
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.*

#### **Landscape**

- There are no landscape requirements for the site as it is zoned Agricultural (AG). There are some complimentary landscape improvements shown on the site plan around the proposed and existing buildings and community garden area.

#### **Lighting**

- Four gooseneck, downcast lights are proposed to be added above the entrances to each building. The proposed fixtures are appropriate as they are not excessive and simply assist with ingress and egress of the buildings.

#### **Parking and Circulation**

- The site is accessed via two existing curb cuts along Dublin Granville Road. There is an existing parking lot on the site for visitors of the park. In addition, a new drop off lane will be constructed in between the proposed restroom and storage facility and the existing barn.

#### **Signage**

- No signage was submitted for review. All new signage will be subject to staff review during the permitting process.
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
    - The restroom building is consistent with the restored chicken house and preserves the agrarian nature of the site.
  4. *All buildings, structures and sites shall be recognized as products of their own time.*
    - The proposed building is new construction and is appropriately designed to mimic the existing chicken house on the site.
  5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
    - The design of the proposed building resembles a historic chicken house.
  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 essential form and integrity of the existing chicken house will be altered.

**B. Agricultural (AG) Zoning District Development Standards Compliance**

- The proposed building meets all of the Agricultural (AG) zoning district requirements found in C.O. 1129.06 and provided below.

<b>Standard</b>	<b>Requirement</b>	<b>Proposed</b>
Lot Area	Not less than 5 acres	10.17 [meets code]
Minimum Lot Frontage	200 feet	600+/- feet [meets code]
Minimum Front Yard Depth	50 feet	300+/- feet [meets code]
Minimum Side Yard Width	20 feet	240+/- feet [meets code]
Minimum Rear Yard Depth	50 feet	274+/- feet [meets code]
Maximum Height	45 feet	16 feet [meets code]

**IV. SUMMARY**

The Architectural Review Board should evaluate the overall proposal based on the requirements in the Design Guidelines and Requirements. The proposed building is appropriately scaled and positioned on the site and is sensitive to the existing building environment that surrounds it, paying homage to the rural history of the area.

**V. ACTION**

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

**Move to approve application ARB-34-2023.**

**Approximate Site Location:**



Source: NearMap



## **Community Development Department**

RE: City of New Albany Board and Commission Record of Action

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Additionally, if the Record of Action lists conditions of approval these conditions must be met prior to issuance of any zoning or building permits.

Please contact our office at (614) 939-2254 with any questions.

Thank you.





## Community Development Department

### Decision and Record of Action

Tuesday, March 14, 2023

The New Albany Architectural Review Board took the following action on 03/13/2023 .

#### Certificate of Appropriateness

**Location:** Taylor Farm Park (PID: 222-005165)

**Applicant:** City of New Albany,

**Application:** PLARB20230028

**Request:** Certificate of Appropriateness for new improvements at Taylor Farm Park (PID: 222-005165).

**Motion:** Move to approve

**Commission Vote:** Motion Approved, 5-0

**Result:** Certificate of Appropriateness, PLARB20230028 was Approved, by a vote of 5-0.

Recorded in the Official Journal this March 13, 2023

**Condition(s) of Approval:** None

Staff Certification:

*Chris Christian*

Chris Christian  
Planner II