



**New Albany Architectural Review Board Meeting Agenda**  
Monday, May 8, 2023 7:00pm

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

- I. Call to order**
- II. Roll call**
- III. Action on minutes:** April 10, 2023
- IV. Additions or corrections to agenda**
  - Administer the oath to all witnesses/applicants/staff who plan to address the board, “Do you swear to tell the truth and nothing but the truth.”
- V. Cases:**
  - None
- VI. Other business**
  - Informal Presentation by Horus & Ra for Second and Third Street Development
- VII. Poll members for comment**
- VIII. Adjourn**

**New Albany Architectural Review Board**  
DRAFT Meeting Minutes  
Monday, April 10, 2023

**I. Call to order**

The New Albany Architectural Review Board met on April 10, 2023 in the New Albany Village Hall. Chair Hinson called the meeting to order at 7:00 p.m.

**II. Roll call**

Those answering roll call:

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

Staff members present: Planner II Chris Christian; Planner Chelsea Nichols; Deputy Clerk Christina Madriguera.

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

Board Member Brown moved to approve the March 13, 2023 minutes. Board Member Moore seconded the motion.

Upon roll call: Mr. Brown, yes; Ms. Moore, yes; Mr. Maletz, abstain; Mr. Hinson, abstain; Mr. Davie, yes; Mr. Strahler, yes. Having 4 yes votes; 0 no votes; and 2 abstentions, the March 13, 2023 minutes were approved as submitted.

**IV. Additions or corrections to agenda**

Chair Hinson asked if there were any additions or corrections to the agenda.

There was no response.

Chair Hinson administered the oath to all present who planned to address the board.

**V. Cases:**

**ARB-40-2023 Certificate of Appropriateness**

Certificate of Appropriateness for a building addition at 175 E. Main Street (PID: 222-000030 and 222-000219).

**Applicant: Eller Architecture LLC, c/o Greg Eller on behalf of Infinite Church**

Planner Nichols delivered the staff report.

Chair Hinson asked for remarks from the applicant.

Mark Condon, applicant and pastor of the Infinite Church, approached the lectern.

Chair Hinson thanked Mr. Condon and noted that the rendering was a bit vague regarding the transition between the two exterior doors and the parking lot.

Mr. Condon explained that the doors on both sides are sliding doors. On one side the sliding doors open to a patio, on the other side the door opens to a sidewalk then the parking lot.

Chair Hinson clarified that there would be sidewalk outside of the doors before stepping into the parking lot.

Mr. Condon answered yes.

Board Member Maletz acknowledged that this was an existing condition on the unmodified part of the building but wanted to confirm that the eave heights, banding corridors, and banding cables throughout the building would be consistent.

Greg Eller, applicant and architect for the project, approached the lectern and stated they would be consistent.

Chair Hinson confirmed that the window patterns on the additions would match the existing window patterns.

Board Member Maletz asked whether the brick to be used on the addition would be a perfect match with the existing brick.

Mr. Eller, stated that his intent was to match the brick exactly and that he had been in contact with the manufacturer but he had not yet located the exact match.

Board Member Maletz responded that if the exact match cannot be secured, he would support pushing the new section back in order to ease the transition. He further confirmed consistency with the existing eave height.

Mr. Eller remarked that that was a good point and agreed to push the addition back if an exact match could not be located.

Board Member Davie asked whether, along those same lines, was any consideration given to introducing and diversifying the materials used in order to create more interest.

Mr. Eller responded that reducing the amount of brick was their first thought however after consulting with staff, and as their design continued to evolve, they became more comfortable with using brick.

Planner Nichols added that the applicant initially presented alternate elevations utilizing new materials. She explained that New Albany's Design Guideline Regulations contained a prohibition on the introduction of new materials in this style of building in Village Center and for this reason, staff worked with the applicant to design the addition using brick.

Chair Hinson observed that he liked the landscaping as depicted in the rendering and encouraged utilization of that type of landscaping.

Mr. Eller then returned to Board Member Davie's observation about the benefit of incorporating new materials and stated that there were many windows and that the windows would break up the amount of brick.

Board Member Brown remarked that he thought the applicant did a nice job with the addition.

Chair Hinson moved to approve the certificate of appropriateness for ARB-40-2023 with the following condition in the staff report and two additional conditions as listed below:

1. That the windows provide simulated divided light 2” grids and a shadow bar between the glass to match the existing windows on the existing building.
2. That the applicant work with staff to develop a landscape plan for the areas of the site around the additions.
3. If the matching brick cannot be sourced and an alternative brick must be used, the additions shall be stepped back in order to ease the transition between the brick types.

Board Member Strahler seconded the motion.

Upon roll call: Mr. Hinson, yes; Mr. Strahler, yes; Ms. Moore, yes; Mr. Maletz, yes; Mr. Davie, yes; Mr. Brown, yes. Having 6 yes votes; 0 no votes; and 0 abstentions, the certificate of appropriateness was approved.

The Board thanked the applicants and wished them good luck.

**VI. Other business**

Chair Hinson asked if there was other business for the board.

There was no response.

**VII. Poll members for comment**

Chair Hinson asked if the board members had any further comment.

There was no response.

**VIII. Adjourn**

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

Upon roll call: Mr. Strahler, yes; Mr. Brown, yes; Mr. Hinson, yes; Ms. Moore, yes; Mr. Maletz, yes; Mr. Davie, yes. Having 6 yes votes, 0 no votes; 0 abstentions; and no further business, the meeting was adjourned at 7:22 p.m.

Submitted by: Christina Madriguera, Esq., Deputy Clerk.

**Appendix**

ARB-40-2023 Certificate of Appropriateness

Staff Report

Record of Action



**Architectural Review Board Staff Report  
April 10, 2023**

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**INFINITE CHURCH BUILDING ADDITION  
CERTIFICATE OF APPROPRIATENESS**

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LOCATION: 175 E Main Street (PID: 222-004868)  
APPLICANT: Eller Architecture LLC, c/o Greg Eller  
REQUEST: Certificate of Appropriateness  
ZONING: Urban Center, Village Core Sub-District  
STRATEGIC PLAN: Village Center  
APPLICATION: ARB-40-2022

Review based on: Application materials received on March 9, 2023 and March 20, 2023.

*Staff report prepared by Chelsea Nichols, Planner*

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**I. REQUEST AND BACKGROUND**

The applicant requests review and approval to expand the existing building by adding an additional 5,737 square feet. This expansion consists of three additions located on the north end, south end, and at the east entry. The additions are over existing brick patio areas. This addition expands the lobby area as well as create office space, meeting space, and classroom space.

The ARB reviewed and approved the original building with waivers in 2015 (ARB-65-2015) for Noah's Event Venue. In 2020 when the Infinite Church moved into the building, the ARB reviewed and approved new wall signs and an associated waiver (ARB-95-2020).

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 Village Core, zoned Urban Center Code, and the New Albany Design Guidelines and Requirements apply to the site. The existing structure is 8,766 square feet and was built in 2016. Infinite Church owns and 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 three separate additions on three sides of the existing building located at 175 E Main Street. The building was previously owned and occupied by Noah's Event Center. The building is currently owned and occupied by Infinite Church.

- The addition on the north side of the building removes and replaces the existing patio area. This 1,628 square foot addition is built in its place. The addition consists of two classrooms and one multipurpose room that can be used as gathering space or as a classroom.
- The two-story addition on the south side also replaces an existing patio. It includes a 2,470 square foot first floor and a second level mezzanine that could either be at 1,200 square feet or 3,670 square feet. This southern addition provides office space and a large multipurpose room on the first floor and shared workspace on the second-floor mezzanine.
- The 740 square foot addition on the east side expands the foyer area and includes café space.
- The purpose of the New Albany Design Guidelines and Requirements (DGRs) is to help ensure that the New Albany community enjoys the highest possible quality of architectural design. Architectural standards for this site are regulated by Section 3 (Village Center Commercial) and Section 4 (Existing Buildings) of the Design Guidelines and Requirements.
- The city architect has reviewed the proposal and is supportive of the proposal.
- DGR Section 3 (II.E.1) states wood and brick are the most appropriate exterior materials.
  - The existing material on the building is brick. A thin set of clay fire brick is used on all four sides of the building additions that match the existing brick. The DGRs state wood and brick are the most appropriate exterior materials in the older areas of the Village Center District.
  - Cast stone is used for the wainscot and coping accents on the additions in order to match the existing building. James Hardie Cementous board products or similar are proposed to be used for exterior frieze, eaves, and soffits to match the existing building.
- DGR Section 4 (I.B.1): 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.
- DGR Section 4 (I.B.4): Additions shall employ similar materials to those that predominate in existing structures.
  - Standing seam metal roofing is proposed to match the existing in type, size, and color.
  - The Design Guidelines and Requirements require new windows to be true divided light or simulated divided light. The DGRs require the simulated divided light window is one in which the glass panes have vertical proportions (height greater than width) and correctly profiled muntin's with an internal spacer that gives the appearance of a muntin extending through the glass. The proposal includes a Sierra Pacific aluminum clad, wood installed in frames, window painted a Mocha color to match the existing. Based on the elevation renderings, it appears as though the new windows also match the existing windows by providing simulated divided light 2" grids and a shadow bar between the glass. The city staff recommends this as a condition of approval.
  - The proposed exterior doors are to comprised of Sierra Pacific windows that are aluminum clad wood swing panels with sidelights installed in the frame. The doors match the existing doors with all these listed features and by utilizing the same color as what exists today.
  - The exterior trim for the north doors is to match the existing doors with casing and head trim of James Hardie Cementous board products or similar. The window and door casing are fascia corner boards.
- DGR Section 4 (I.B.3): Additions shall be designed in a way that does not obscure, destroy or otherwise compromise the character and design of the existing building. Overall, it appears that the additions to the building are an improvement to the site. It seems that the additions enhance the appearance of this corridor within the city by providing appropriately styled additions to a building located in the Village Center. Given that the existing building

required waivers due to not meeting minimum size requirements, expanding the existing structure reduces the non-conforming aspects of the existing site.

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.*

- **Lighting:**
  - Existing wall light fixtures on existing building are to remain. The applicant proposes to remove existing light fixtures at new addition location and retain/re-use with new addition. Any new or replacement fixtures are to match existing in type, material, and color (dark bronze aluminum).
- **Parking:**
  - Per New Albany Urban Center Code, sites containing a building typology of traditional commercial are required to have a minimum of 2 off-street parking spaces and a maximum of 1 space per 400 square feet of building area. With the proposed additions, the maximum number of parking spaces permitted by code is 36. The existing off-street parking provided on site is 91 spaces. Therefore, no additional parking spaces are required.
- **Signage:**
  - The applicant requests review and approval of one new wall sign with the dimensions outlined below.

**Wall Sign**

- City sign code chapter 1169.16(d) permits a maximum area of one s.f. per linear s.f. of building frontage, not to exceed 40 s.f. and allows one wall sign per business entrance. External, neon and internal illumination is allowed. The current building includes two existing wall signs; one on the front elevation/ west side of the structure and one on the rear elevation/south side. The applicant proposes to replace the existing south facing sign with a new sign, which has the following dimensions:
  - a. Lettering Height: The letter “f” in the signs is 20 inches tall [meets code]. All other lettering in the sign is less than 20 inches tall.
  - b. Area: 6.53 sq ft [meets code]
  - c. Location: on the southern addition/rear elevation, centered over the primary entrance.
  - d. Lighting: gooseneck lighting to match lighting used for existing sign [meets code].
  - e. Relief: 1.25 inches [meets code].
  - f. Colors: black (total of 1) [meets code].
  - g. Material: PVC [meets code]
- The sign reads “Infinite Church”

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 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 addition in a way that is appropriate to the design of the existing building.

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

- With the design as proposed, this requirement is 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.*
  - 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 Village Core area within the Urban Center District. The existing building typology is Traditional Commercial.

1. Lot and Building Standards

**Traditional Commercial (UCC Section 2.87)**

<b>Standard</b>	<b>Minimum</b>	<b>Maximum</b>	<b>Proposed/Existing</b>
Lot Area	No min	No max	1.3 acres [Existing]
Lot Width	No min	200'	257 feet [Existing]*
Lot Coverage	No min	100%	Less than 100%
Street Yard	0'	20'	31.5 [Existing]*
Side Yard	0'	20'	5 feet (south side) and 79.7 (north side) [Proposed] – Existing north side setback is 104.8 feet
Rear Yard	15'	No max	77.43 [Proposed minimum]
Bldg. Width	80%	100%	66% [Proposed]*, 45.3% [Existing]
Stories	2	3	1 story at primary entrance [Existing]*
Height	No min	55'	23.5 feet [Existing and proposed, top of parapet]

\*Waivers were previously approved for this site by the ARB via ARB-65-2015. The approved waivers remain applicable and the current proposal for the additions does not expand any waiver request. The proposal reduces the non-conforming aspects for the site and brings the property closer to conformity with code requirements.

**IV. SUMMARY**

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 has reviewed the proposal and is supportive of the addition. As proposed, 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. Overall, it appears that the additions to the building will be an improvement to the site. The addition enhances the appearance of this corridor within the city by proving appropriately styled additions to a building located in the Village Center. Given that the existing building required waivers due to not meeting minimum size requirements, expanding the existing structure reduces the non-conforming aspects of the existing site.

**V. ACTION**

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

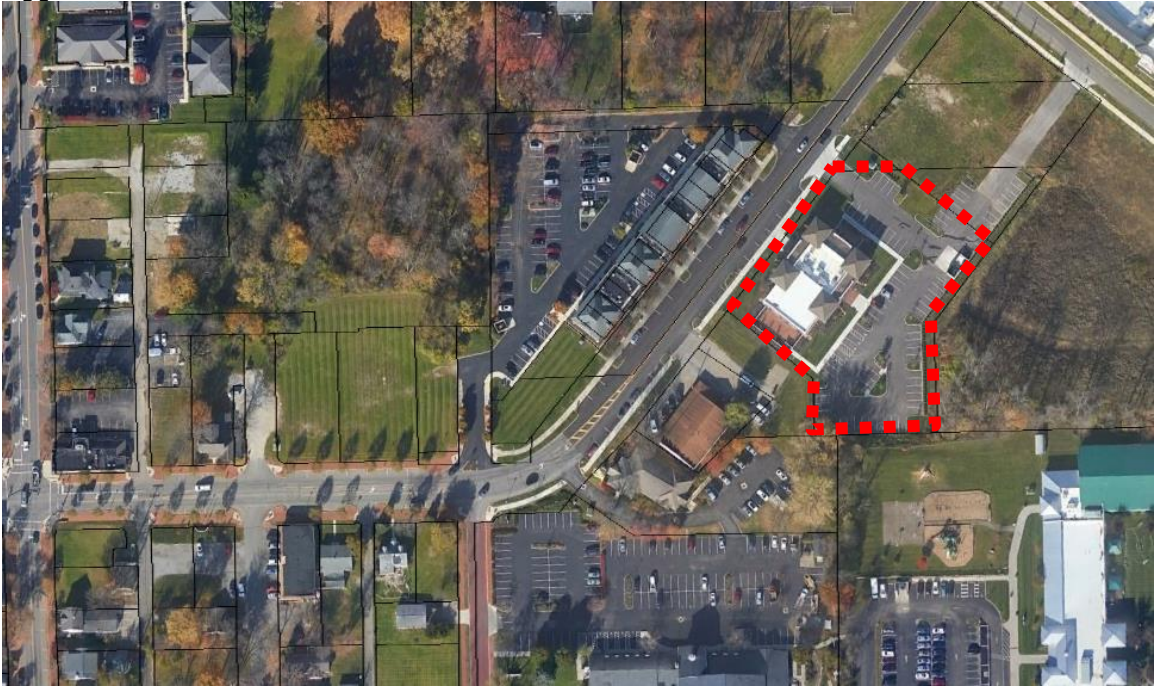


**Suggested Motion for ARB-40-2023:**

Move to approve Certificate of Appropriateness application ARB-40-2023 with the following condition:

1. That the windows provide simulated divided light 2” grids and a shadow bar between the glass to match the existing windows on the existing building.

**Approximate Site Location:**



Source: Google Earth



## Community Development Department

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

Dear Eller Architecture - Greg Eller,

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, April 11, 2023

The New Albany Architectural Review Board took the following action on 04/10/2023 .

#### Certificate of Appropriateness

**Location:** 175 E Main St.

**Applicant:** Eller Architecture - Greg Eller,

**Application:** PLARB20230040

**Request:** Certificate of appropriateness for a building addition at 175 E. Main Street (PID: 222-000030 and 222-000219).

**Motion:** To approve ARB-40-2023 with conditions.

**Commission Vote:** Motion Approval with Conditions, 6-0

**Result:** Certificate of Appropriateness, PLARB20230040 was Approval with Conditions, by a vote of 6-0.

Recorded in the Official Journal this April 11, 2023

#### Condition(s) of Approval:

1. That the windows provide simulated divided light 2" grids and a shadow bar between the glass to match the existing windows on the existing building.
2. That the applicant work with staff to develop a landscape plan for the areas of the site around the additions.
3. If the matching brick cannot be sourced and an alternative brick must be used, the additions on the north and south ends shall be stepped back to differentiate between the original building and new building so that the transition between brick types is smooth and not obvious.

Staff Certification:

*Chelsea Nichols*

Chelsea Nichols  
Planner