



New Albany Architectural Review Board
Monday, July 10, 2023
Meeting Minutes

I. Call to order

The New Albany Architectural Review Board held a regular meeting at the New Albany Village Hall. Chair Hinson called the meeting to order at 7:09 p.m.

II. Roll call

Those answering roll call:

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

Having 4 voting members present, the board had a quorum to transact business.

Staff members present: Intern Melanie Bade, Planner II Chris Christian, Deputy Clerk Christina Madriguera.

III. Action on minutes: June 12, 2023

Chair Hinson asked whether there were any additions or corrections to the June 12, 2023 meeting minutes.

Mr. Brown noted that although he was absent for the June 12, 2023 meeting, the vote line for the case considered at the meeting incorrectly listed Ms. Brown, instead of Ms. Moore. Deputy Clerk Madriguera responded that the minutes would be corrected.

Mr. Brown moved to approve the June 12, 2023 minutes. Ms. Moore seconded the motion.

Upon roll call: Mr. Brown, yes; Ms. Moore, yes; Mr. Davie, yes; Mr. Hinson, yes. Having 4 yes votes, the June 12, 2023 meeting minutes were approved as corrected.

IV. Additions or corrections to agenda

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

Planner II Christian answered none from staff.

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

V. Case

- **ARB-55-2023 Certificate of Appropriateness & Waivers**

Certificate of Appropriateness and waivers to the number and sign type regulations in order to allow a new projecting sign to be installed for Vivian Nail House at 108 N. High Street (PIDs: 222-000467-00, 222-000133).

Applicant: SignGlo c/o Dina Cherney

Planner II Christian delivered the staff report.

Board Member Brown stated that staff did a good job in justifying the two waiver requests. He further agreed that requiring that the sign had one inch of relief was a good call.

Board Member Moore asked about the dual post sign, and asked whether changes to that sign would need to be reviewed.

Planner II Christian confirmed that the changes to the existing sign were a re-face which was permitted as maintenance, and as a result was not included a part of this application.

Board Member Moore thanked Planner II Christian.

Chair Hinson asked if the applicant would like to add anything.

Dina Cherney, applicant and designer of the sign, stated that even though the property has a ground sign, the addition of this this projecting sign will be a big help to the business owner. She added that without it, the business would likely be overlooked.

The board members agreed.

Board Member Brown stated that he thought that the fact that there were only two properties there provided further justification for the projecting sign without setting a precedent or creating continuing concerns.

Council Member Wiltout stated that she liked the sign.

Chair Hinson asked for other comments.

Board Member Davie moved to approve of the Certificate of Appropriateness with waivers for application ARB-55-2023 with the following condition:

The projecting sign must have at least one inch in relief.

Chair Hinson seconded the motion. Upon roll call: Mr. Davie, yes; Mr. Hinson, yes; Mr. Brown, yes; Ms. Moore, yes. Having 4 yes votes, the Certificate of Appropriateness with waivers for ARB-55-2023 was approved subject to the condition listed above.

The board wished the applicant, and the owner of Vivian's Nail Salon good luck. The board further inquired as to the opening date of the salon and stated that they looked forward to patronizing her business.

VI. Other business

Chair Hinson asked if there was any further business before the board. Planner II Christian stated that there was none from staff.

VII. Adjourn

Chair Hinson asked for a motion to adjourn.

Board Member Brown moved to adjourn and Board Member Davie seconded the motion.

Upon roll call: Mr. Brown, yes; Mr. Davie, yes; Ms. Moore, yes; Mr. Hinson, yes.
Having 4 yes votes, the meeting was adjourned at 7:20 p.m.

Submitted by Christina Madriguera, Esq., Deputy Clerk.

Appendix

ARB-55-2023

Staff Report

Record of Action



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

**VIVIAN NAIL HOUSE—SIGNAGE
CERTIFICATE OF APPROPRIATENESS & WAIVERS**

LOCATION: 108 N. High Street (PIDs: 222-000467-00, 222-000133)
APPLICANT: SignGlo, c/o Dina Cherney
REQUEST: Certificate of Appropriateness & Waivers
ZONING: Urban Center, Historic Center Sub-District
STRATEGIC PLAN: Village Center
APPLICATION: ARB-55-2023

Review based on: Application materials received on May 24, 2023.

Staff report prepared by Chris Christian, Planner II.

I. REQUEST AND BACKGROUND

The applicant requests a Certificate of Appropriateness and waivers to the number and sign type regulations of city code in order to allow a new projecting sign to be installed for Vivian Nail House.

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

II. SITE DESCRIPTION & USE

The property is zoned Urban Center located within the Historic Center sub-district therefore, the city's sign code regulations apply to the site. A multi-tenant commercial building exists on the site today and according to the Franklin County Auditor website, it was constructed in 1946.

III. EVALUATION

A. Certificate of Appropriateness

The ARB's review is pursuant to C.O. Section 1157.06. No environmental change shall be made to any property within the Village of New Albany until a Certificate of Appropriateness has been properly applied for and issued by staff or the Board. Per Section **1157.07 Design Appropriateness**, the modifications to the building and site should be evaluated on these criteria:

1. *The compliance of the application with the Design Guidelines and Requirements and Codified Ordinances.*
 - The applicant proposes to install a projecting sign on the western elevation of the building with the following dimensions:
 - a. Lettering Height: 4 inch maximum [meets projecting sign standards in city code]
 - b. Area: 4.90 sq. ft. [meets projecting sign standards in city code]
 - c. Location: mounted on the western elevation of the building which fronts onto High Street. [meets projecting sign standards in city code]

- d. Lighting: proposed gooseneck light fixture [meets projecting sign standards in city code]
 - e. Relief: not specified. C.O. 1169.16(h)(3)(b) requires a minimum 1-inch relief for projecting signs. If the ARB finds the proposed sign appropriate, a condition of approval requiring the sign to have a minimum 1 inch of relief should be added.
 - f. Colors: Pink, black, tan and white for a total of four colors [meets projecting sign standards in city code]
- The sign will read “Vivian Nail House | Permanent Make Up” and feature the company logo.
 - The sign panel is proposed to be made out of PVC which is a permitted sign material.
 - The property is zoned Urban Center within the Historic Center sub-district. However, the property is categorized as Village Residential in the city sign code.
 - C.O. 1169.14(b) states that buildings/structures located within the Village Residential sub-district of the city sign code shall be allowed one sign type. There is an existing, non-conforming dual post sign on the property. Therefore, a waiver to this requirement is necessary in order to add the proposed second sign to the site.
 - C.O. 1169.16(h) states that projecting signs are not a permitted sign type within the Village Residential sub-district of the city sign code. Therefore, a waiver is necessary in order to add the proposed projecting sign to the building.
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 projecting sign is an appropriate sign type for this site as commercial and retail uses are permitted. The proposed sign is in an appropriate location on the western building elevation of the building which fronts onto High Street.
 3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
 - The sign is located appropriately on the building 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 projecting sign is scaled and designed appropriately for this building.
 5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
 - Not Applicable
 6. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
 - Not Applicable
 7. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*
 - It does not appear that the sign will affect the original structure, if removed or altered in the future.

B. Waiver Requests

The ARB's review is pursuant to C.O. Section **1113.11 Action by the Architectural Review Board for Waivers**, within thirty (30) days after the public meeting, the ARB shall either approve, approve with supplementary conditions, or disapprove the request for a waiver. The ARB shall only approve a waiver or approve a waiver with supplementary conditions if the ARB finds that the waiver, if granted, would:

1. *Provide an appropriate design or pattern of development considering the context in which the development is proposed and the purpose of the particular standard. In evaluating the context as it is used in the criteria, the ARB may consider the relationship of the proposed development with adjacent structures, the immediate neighborhood setting, or a broader vicinity to determine if the waiver is warranted.*
2. *Substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the Village Center Strategic Plan, Land Use Strategic Plan and the Design Guidelines and Requirements.*
4. *Be necessary for reasons of fairness due to unusual building, structure or site-specific conditions; and*
5. *Not detrimentally affect the public health, safety or general welfare.*

The applicant is requesting the following waivers.

(A) Waiver to C.O. 1169.14(b) to allow a second sign type to be used at the property where code only permits one sign type.

(B) Waiver to C.O. 1169.16(h) to allow a projecting sign to be installed where code does not allow.

The following should be considered in the board's decision:

1. C.O. 1169.14(b) states that buildings/structures located within the Village Residential sub-district of the city sign code shall be allowed one sign type. There is an existing, non-conforming dual post sign on the property. Therefore, a waiver to this requirement is necessary in order to add the proposed second sign to the site.
2. C.O. 1169.16(h) states that projecting signs are not a permitted sign type within the Village Residential sub-district of the city sign code. Therefore, a waiver is necessary in order to add the proposed projecting sign to the building.
3. The intent of code requirements are to ensure that any signage is consistent with the permitted land uses of the underlying zoning classification. The property is zoned Urban Center within the Historic Center sub-district. However, the property is categorized as Village Residential in the city sign code, creating a conflict of regulations.
 - a. Vivians Nail House is a retail use which is permitted on the property however, the proposed signage is not permitted due to the "Village Residential" sub-district classification of the site in the city sign code.
 - b. While the proposed projecting sign does not meet the requirements of code, permitting the sign to be installed facilitates an appropriate pattern of development considering the context in which the development is proposed, substantially meets the intent of the standards that the applicant is attempting to seek a waiver from and fits within the goals of the Village Center Strategic Plan.
4. The waiver substantially meets the intent of the standard that the applicant is attempting to seek a waiver from and fits within city goals which includes ensuring signs are appropriately designed and located. The sign provides identification for the permitted retail use located within the building. Additionally, while the proposed sign is not permitted to be installed, it is appropriately scaled, designed and located on the building. With the suggested condition of approval, the proposed sign meets all city sign code requirements for projecting signs.
5. It appears that granting the waiver is necessary for reasons of fairness due to unusual site-specific constraints and characteristics. As stated, the site is zoned Urban Center Code and located within Historic Center sub-district where retail and other commercial uses are

permitted to be developed. However, the site is located within the “Village Residential” sub-district of the city sign code where commercial type signs, like a projecting sign, are not permitted to be installed. Due to these conflicting regulations, a constraint is created where commercial and retail uses are permitted on the property but signage providing advertisement for these permitted uses is not allowed. This is one of only two properties in the Village Center where this constraint exists.

6. It does not appear that the granting the waivers would detrimentally affect the public health, safety or general welfare.

IV. RECOMMENDATION

With the suggested condition of approval, the proposed projecting sign appears to be appropriate for the site as it is zoned to allow for commercial and retail uses, is designed and located appropriately on the building and meets all code requirements for this sign type.

V. ACTION

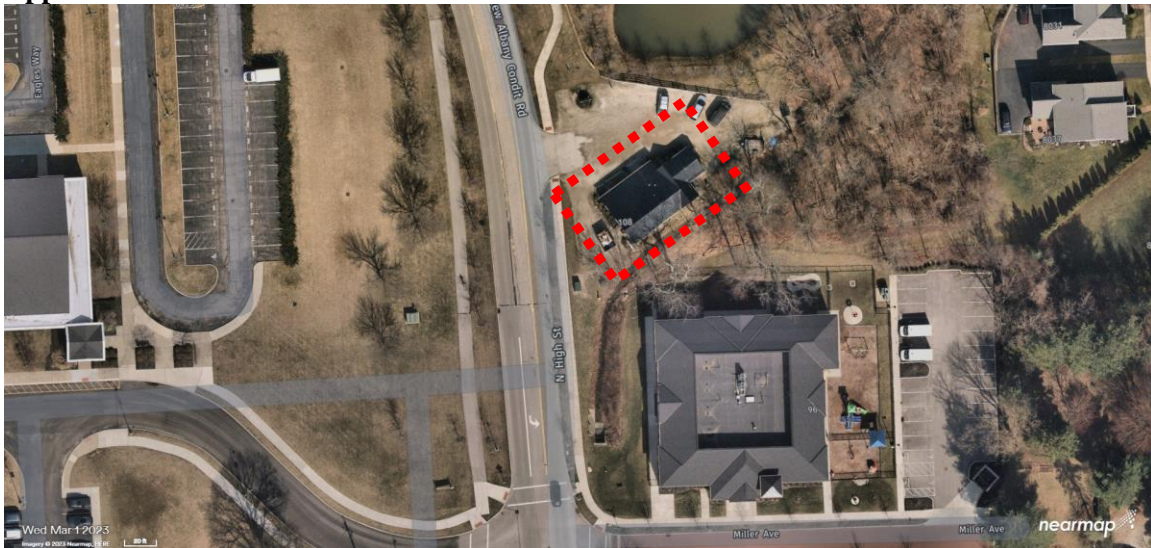
Should the Architectural Review Board find sufficient basis for approval the following motion would be appropriate. Additional conditions of approval may be added.

Suggested Motion for ARB-55-2023:

Move to approve Certificate of Appropriateness with waivers for application ARB-55-2023 with the following condition.

1. The projecting sign must have at least one inch in relief (thickness).

Approximate Site Location:



Source: NearMap



Community Development Department

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

Dear SignGlo c/o Dina Cherney,

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, July 11, 2023

The New Albany Architectural Review Board took the following action on 07/10/2023 .

Certificate of Appropriateness

Location: 108 N HIGH ST

Applicant: SignGlo c/o Dina Cherney,

Application: PLARB20230055

Request: Certificate of Appropriateness and waivers to the number and sign type regulations in order to allow a new projecting sign to be installed for Vivian Nail House at 108 N. High Street (PIDs: 222-000467-00, 222-000133).

Motion: Move to approve with conditions

Commission Vote: Motion Approved with Conditions, 4-0

Result: Certificate of Appropriateness, PLARB20230055 was Approved with Conditions, by a vote of 4-0.

Recorded in the Official Journal this July 11, 2023

Condition(s) of Approval:

1. The projecting sign must have at least one inch in relief (thickness).

Staff Certification:

Chris Christian

Chris Christian
Planner II