



**New Albany Architectural Review Board  
Meeting Minutes Monday, June 10, 2024 - Approved**

**I. Call to order**

The New Albany Architectural Review Board held a meeting on Monday, June 10, 2024 in the New Albany Village Hall. Chair Hinson called the meeting to order at 7:02 p.m. and asked to hear the roll.

**II. Roll call**

Those answering roll call:

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

With five voting members present, the board had a quorum to transact business.

Staff members present: Planner II Christian, Planner Saumenig.

**III. Action on minutes: May 13, 2024**

Chair Hinson asked if there were any corrections to the May 13, 2024 meeting minutes.

Board Member Iten responded that on page two in the comments attributed to him, the word “why” was missing from the following sentence: “Board Member Iten asked [why] the approved patio was not built.” The clerk made a note and averred that the correction would be made.

Hearing no further corrections, Board Member Iten moved for approval of the May 13, 2024 meeting minutes as corrected. Board Member Davie seconded the motion.

Upon roll call: Mr. Iten yes, Mr. Davie yes, Mr. Maletz yes, Ms. Moore yes, Mr. Hinson yes. Having five yes votes, the motion passed and the May 13, 2024 meeting minutes were approved as corrected

**IV. Additions or corrections to the agenda**

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

Planner II Christian answered that there were none from staff.

Chair Hinson administered the oath to all present who would be addressing he board.

**V. Hearing of visitors for items not on tonight’s agenda**

Chair Hinson asked if there were any visitors present who wished to address the board for an item not on the agenda.

Hearing none, Chair Hinson introduced the first case and asked to hear the staff report.

## **VI. Cases:**

### **ARB-21-2024 Certificate of Appropriateness**

Certificate of Appropriateness for a new sign on the rear elevation at 200 Market Street, the New Albany Library (PID: 222-002871).

**Applicant: Morrison Sign Company Inc.**

Planner II Christian explained that the applicant was continuing to revise the application and had requested that the board table the application for another month.

Chair Hinson moved to table ARB-21-2024 for one month. Board Member Iten seconded the motion.

Upon roll call: Mr. Hinson yes, Mr. Iten yes, Ms. Moore yes, Mr. Maletz yes, Mr. Davie yes. Having five yes votes, the motion passed and ARB-21-2024 was laid upon the table for one month.

Chair Hinson introduced the next case and asked to hear the staff report.

### **ARB-106-2023 Certificate of Appropriateness**

Certificate of Appropriateness for modifications to the previously approved Richmond Square townhomes located generally north of Main Street, south of McDonald Lane, and west of Keswick Drive (PID: 222-000043).

**Applicant: Maletz Architects**

Planner II Christian delivered the staff report.

Board Member Iten asked staff why the board could not simply modify their prior approval to include the modifications and new conditions with the existing conditions.

Planner II Christian responded that the board could do that because that was essentially what the board would be doing, and that he would advise the board to handle this modification in that way.

Board Member Maletz recused himself from consideration of the application.

Applicant and Director of Architecture Clair Knecht spoke in support of the application. She explained that the firm decided to modify the existing designs to include patios and a solariums in order to add more daylight to the townhomes.

Board Member Iten said he liked the designs very much.

Chair Hinson stated that he likes the modifications and asked for further questions from the board.

Board Member Iten asked how long it would be before these would be built.

Ms. Knecht responded that there was a lot of work to be done and they hoped to be working on the ground by the end of the summer.

Board Member Davie remarked that he could certainly see the development in the application since the last meeting. He further remarked that it looked great.

Board Member Moore agreed.

Hearing no further questions or comments, Board Member Iten moved for approval of the revisions to the board's prior approval of ARB-106-2023 with all prior conditions remaining and any new conditions as specified in the staff report. Chair Hinson seconded the motion.

Upon roll call: Mr. Iten yes, Mr. Hinson yes, Ms. Moore yes, Mr. Davie yes. Having four yes votes, the motion passed and ARB-106-2023 was approved with all prior conditions remaining and new conditions also applying.

The board thanked the applicants and wished them good luck.

Chair Hinson introduced the next case and asked to hear the staff report.

**ARB-35-2024 Certificate of Appropriateness**

Certificate of Appropriateness to allow a building addition, two new buildings, and associated site improvements at 6300 E. Dublin-Granville Road (PIDs: 222-000373)

**Applicant: Scott R. Harper**

Planner Saumenig delivered the staff report.

Board Member Iten asked Planner Saumenig what the meaning of "naturalizing the proposed Morgan Road street trees" as it was used in the staff report.

Planner Saumenig explained that naturalizing the street trees meant that they would not be planted in a straight line, rather the trees would be planted, to the extent they could, in a way in which they might grow.

Board Member Iten responded okay, so in a more arboreally correct way. He then asked about the second bullet point lower on page four and likewise in the conditions of approval what was meant by "Increase the planning of deciduous shade trees as marked..."

Planner Saumenig clarified that it should read, "Increased planting..." and further that the increased planting would be included as a condition of approval.

Board Member Maletz stated that he wanted to make sure he understood the total scope of work. Where does it stop, where does the alteration line exist, and how will new conditions be juxtaposed.

Planner Saumenig displayed and explained the existing site plan and the proposed changes including the parking changes, the proposed life center building, the maintenance building, and the additional pedestrian connections.

Chair Hinson asked how many new parking spaces would be added.

Planner Saumenig responded that an additional seventy-seven spaces would be added.

Board Member Iten said he would be happy to hear from the applicant.

Applicant and Architect Scott Harper, Harper Architectural Studio 424A Beecher Road, on behalf of the Church of the Resurrection New Albany approached the lectern and introduced the rest of the design team. He spoke in support of the application and explained that its planning and design began in 2019 and has been in process since then. Mr. Harper explained the proposed site plan and indicated the existing ministry center

and parking which are to remain, and he indicated the locations of the proposed buildings and accompanying parking.

Board Member Maletz asked whether there are new curb cuts.

Mr. Harper indicated the existing curb cuts and indicated the location of the new curb cut on Morgan Road.

Board Member Maletz asked, given the additional parking spaces, how the stormwater would be managed.

Mr. Harper indicated that an existing storage basin will be transformed into a wet basin. He invited the civil engineer on the team to discuss that issue.

Board Member Maletz continued and remarked that this is a very visible corner in New Albany. With five curb cuts and various segments of parking, he wanted to hear the applicant's view of what the experience will be and what the street scape be would be.

Mr. Harper responded that the engineer would speak to the wet basin. He continued that the proposed parish life center will replace the functions of the existing ministry center. The existing ministry center will eventually be razed.

Board Member Maletz stated that the board was not asking for a master plan tonight, but if there were plans for demolition of the existing ministry center, are there plans for another new building.

Mr. Harper responded that there are, and staff is aware of that intention.

Applicant and Engineer Steve Fox, Prime A.E. Group 8415 Pulsar Place, approached the lectern. He explained that they are working through the regulatory structure but at this point, they are thinking that the most efficient way [to manage stormwater drainage] is to turn the, currently dry, storage basin into a wet basin.

Board Member Maletz continued and asked what the distinction is between a retention pond and a wet basin.

Mr. Fox responded that a retention pond is wet all of the time. A storage basin is not as deep as a wet basin. One of the ways to visually distinguish one from the other is that plants, such as cattails, often permeate the surface of the water in a storage basin. Plants would not grow and pierce the surface of the water in a wet basin because it is deeper.

Board Member Maletz noted that the character of the existing parish center is strikingly dissimilar from the rest of the building. The site plan is very complex, and now with the addition of the wet basin in the corner it seems fragmented. He asked whether any thought had been given to unifying the landscaping along Dublin Granville Road.

Board Member Iten asked to see image L-1 and remarked that he would like to see the new, unified landscape plan and asked for a vision of what is proposed compared to what is there now.

Board Member Maletz continued that Dublin-Granville Road is a prominent thoroughfare and as such it is important that the landscaping has been considered and that it is unified along that corridor.

Applicant and Landscape Architect Jeff Sampson, 5459 Driftwood Road, explained that they were working with existing street trees and larger trees and within the existing easements.

Board Member Maletz thanked Mr. Sampson for his comments and for pointing out the easements. He asked whether there was room and feasibility for extending existing street. He further noted that his concerns about a sufficiently unified landscape remained, he did not have the benefit of seeing the master plan, and he would defer to his fellow board members.

Chair Hinson remarked that he would like to hear more about the new road. The eastern and southern elevations are so important in the community. He thinks the road is a dramatic change from what the community is accustomed to seeing.

Mr. Harper responded that they met with the Plain Township Fire Department and as a result of that meeting, they concluded that they needed an access road. It will not necessarily have to go to Fodor. The new road will provide additional emergency access, it will service the new commercial kitchen and will be necessary for deliveries. There will be gated access and there will not be any parking on the new road.

Chair Hinson noted that there is no berm or mounding to screen the road.

Mr. Harper stated that they were certainly willing to consider mounding.

Chair Hinson stated that it would soften the look, he noted all of the time and money that has been spent on developing this area of the community. This is an iconic building in the community and great care needs to be taken with the entrance and the visual aspects of the property surrounding the building.

Mr. Harper agreed and reiterated that they would consider the mounding to screen it.

Board Member Iten observed the yellow Buckeye trees and stated that it almost looked like the applicant is installing a forest, and wondered whether the structure would be hidden behind the trees.

Mr. Sampson responded that the intent was to screen the fire access road, but mounding would accomplish the same result.

Board Member Iten remarked that shrubs would screen the road also.

Board Member Maletz added that Board Member Iten's remarks regarding screening the road spoke to his earlier point. The proposal screens the iconic part of the property and but does not screen the less iconic part of the property, the access road. He asked whether the lawn could be graded in such a way that there could be a retaining wall or otherwise make it so that it is not visible from Fodor Road.

Board Member Davie remarked that it seemed that such great care has been taken with the inward portion of the building. A similar amount of care should be taken with the exterior.

Board Member Iten then said that there are many other things here to talk through. He suggested that the board should provide a homework for the applicant to work through. His list included the following:

SP two, regarding the grotto. It was on the plan, but there is not a lot of detail and it is unclear what the board is being asked to approve;

Mr. Harper responded that this is a hardscape placeholder, they are still working through the specifics but it was likely that there would be a prayer garden with a statue of Mary;

Note 25, the dumpster location will need to go away when the ministry center goes away;

Board Member Moore noted that more information is needed about the gates;

A6, note seven regarding an art niche for exterior statues. Is the board being asked to approve a statute or is that something that is to come;

Mr. Harper clarified that they are requesting approval of an architectural space for the statue, not the statue itself;

A9, regarding coded note one which was deleted at the city's request, what was the change;

Mr. Harper responded that it was a brick wainscoting;

Board Member Moore noted that there is concrete or some sort of stone at the bottom, which is better than the brick detail;

Mr. Harper explained that it is a termination point at the site. The intent is that it will be a high-style metal building and that it would have a white cupola;

Board Member Moore noted that coded note two is missing from the elevation;

Board Member noted, in jest that perhaps the pastor's office should be bigger;

L2, the foundation planting details, it is unclear what the materials are.

Board Member Iten then stated, more broadly he was delighted with the high quality of the buildings. He looked forward to seeing the existing ministry center go away. In a perfect world he would love to have more buildings and less visible parking lot.

Board Member Maletz agreed and added that it begs the question of what the master plan is. Understanding that the master plan is not binding, but it would be very helpful. That is the issue that he was struggling most with tonight.

Mr. Harper thanked the board for the list and further stated that he would be happy to share the master plan. There would be an educational building, which may be a preschool or an independent religious education building. There are no current plans for a k-8 building. There is a lot to this. The church is diligently raising money for this project. There is an intention that the ministry center must come down once the other buildings are made

Board Member Iten remarked that the architecture is nice.

Mr. Harper remarked that the church has a strong need for additional office space. He explained that the drawings were completed in 2019. Then because of covid everything was placed on we went on hiatus. This allowed us to meet with community leaders and to refine the design of the buildings. There is definitely an opportunity to do some additional landscaping and to install mounding to screen the new road.

Chair Hinson stated that he loves the concept of what is being proposed, there are several points that can be addressed and he looked forward to the next plan.

Board Member Iten stated that he was not prepared to approve the application as presented and would like to see another iteration of the landscape.

Board Member Moore remarked that the architecture is beautiful.

Board Member Davie agreed, and continued that the buildings are painstakingly very well done. The board was focusing on things that are less important, but he would like to see another iteration of the landscaping.

Mr. Harper responded that in New Albany there are a lot of hoops to jump through and asked whether they could move forward with a vote on the building so they could move forward with construction documents.

Board Member Iten responded that he would be willing to do that and asked for the board's thoughts.

Board Member Maletz stated that he was hesitant to do that. He agreed with Mr. Davie's comments, and would feel a lot better with a comprehensive package. He further noted that it is clear that the work thus far is on the right path.

Board Member Iten moved to table application ARB-35-2024 in anticipation of further iteration that takes into account the comments at the meeting tonight. Chair Hinson seconded the motion.

Upon roll call: Mr. Iten yes, Mr. Hinson yes, Mr. Davie yes, Ms. Moore yes, Mr. Maletz yes. Having five yes votes, the motion passed and ARB-35-2024 was laid upon the table.

Chair Hinson and the board thanked the applicants and encouraged them to keep working with staff. They further remarked that they looked forward to the next iteration.

**VII. Other business**

PII Christian provided an update of the US-62 Interchange Focus Group.

**VIII. Poll members for comment**

Chair Hinson polled the members for comment.

They remarked that it was lovely to meet, and looked forward to their next meeting.

**IX. Adjourn**

Having no further business, Board Member Iten moved to adjourn the June 10, 2024 meeting of the New Albany Architectural Review Board. Board Member Maletz seconded the motion.

Upon roll call: Mr. Iten yes, Mr. Maletz yes, Mr. Davie yes, Ms. Moore yes, Mr. Hinson yes. Having five yes votes, the motion passed and the June 10<sup>th</sup> meeting was adjourned at 8:00 p.m.

Submitted by Deputy Clerk Madriguera, Esq.

**Appendix**

**ARB-21-2024**

**Staff Report**

**Record of Action – in process**

**ARB-106-2024**

**Staff Report  
Record of Action  
ARB-35-2024  
Staff Report  
Record of Action**



NEW  
ALBANY  
COMMUNITY CONNECTS US  
Architectural Review Board Staff Report  
June 10, 2024

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NEW ALBANY LIBRARY WALL SIGN  
CERTIFICATE OF APPROPRIATENESS

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LOCATION: 200 Market Street  
APPLICANT: Morrison Sign Company Inc.  
REQUEST: Certificate of Appropriateness  
ZONING: C-PUD; Comprehensive Planned Unit Development  
STRATEGIC PLAN: Village Center  
APPLICATION: ARB-21-2024

Review based on: Application materials received on May 28, 2024.

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

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**I. REQUEST AND BACKGROUND**

The applicant requests their Certificate of Appropriateness application be tabled to the July 8, 2024 Architecture Review Board meeting. The applicant requests the tabling to provide them with additional time to address all of the design concerns pointed out by the board members.

**II. ACTION**

**Suggested Motion for ARB-21-2024:**

Move to table the Certificate of Appropriateness application ARB-21-2024 until the July 8, 2024.

**Approximate Site Location:**



Source: Near Map



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Patrick Losinski, CEO

May 28, 2024

Alan Hinson  
Chairperson  
Architectural Review Board  
City of New Albany  
99 W Main Street  
New Albany, OH 43054

**Re: Morrison Sign Company Application ARB-21-2024**

Dear Mr. Hinson:

On behalf of Columbus Metropolitan Library (CML), I write to request that the application pertaining to the New Albany Branch of CML filed by Morrison Sign Company, Inc. (ARB-21-2024) be tabled until the Architectural Review Board's July 2024 meeting.

Staff is working to respond to questions raised during the Board's May meeting and will be prepared to speak to those issues in July.

If you have any questions in the interim, please contact Kristin Sutton, CML's Government Relations Manager, at [ksutton@columbuslibrary.org](mailto:ksutton@columbuslibrary.org) or (614) 849-1378.

Sincerely,

A handwritten signature in black ink that reads "Patrick Losinski".

Patrick Losinski

CC:  
Sean White, Morrison Signs, Inc.  
Sierra Cratic-Smith, City of New Albany



**Architectural Review Board Staff Report  
June 10, 2024 Meeting**

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**CERTIFICATE OF APPROPRIATENESS  
RICHMOND SQUARE TOWNHOMES**

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LOCATION: Generally located north of Main Street, south of McDonald Lane, and west of Keswick Drive (PID: 222-000043-00)  
APPLICANT: Maletz Architects  
REQUEST: Certificate of Appropriateness  
ZONING: Urban Center District within the Core Residential Sub-District  
STRATEGIC PLAN: Village Center  
APPLICATION: ARB-106-2023

Review based on: Application materials received on May 24, 2024.

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

**I. REQUEST AND BACKGROUND**

On December 12, 2023, the ARB approved a certificate of appropriateness application, with waivers, for new townhomes to be located generally north of Main Street, south of McDonald Lane, and west of Keswick Drive. The project includes 6 units within three buildings.

The applicant proposes to modify the rear elevations of the buildings that back on to McDonald Lane. There are no other proposed changes, outside of the revisions made to comply with the original conditions of approval that were placed on the application. All of the original conditions of approval still apply and are listed in the motion section of the staff report. This staff report evaluation is limited to the proposed modifications on the rear elevation of the buildings which include:

- Addition of a bay window/solarium on the rear elevations; and
- Extension of outdoor patio space on the rear elevations.

C.O. 1157.06 states that 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. C.O. 1157.07 states that exterior building changes that modify or reconstruct any exterior features of an existing structure, that are not considered minor changes, must be reviewed and approved by the ARB prior to the work being completed. The proposed modifications are considered Major Environmental Changes and therefore must be reviewed and approved by the ARB.

**II. SITE DESCRIPTION & USE**

In 2005, the ARB and Planning Commission approved a final development plan for Richmond Square (Section 21) of the New Albany Country Club. This development included traditional Georgian rowhouses to be developed fronting onto Richmond Square and Keswick Drive. Some of these rowhouses were developed on Richmond Square in phases. On January 24, 2022 the ARB approved a certificate of

appropriateness and waivers to allow for the construction of a multi-unit building at this site. The current request is to allow for the construction of new townhomes which was approved by the ARB on December 12, 2023.

The site is surrounded by residentially zoned and used properties. The property is currently 0.75 acres in size.

### **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.*
  - Section 2 of the New Albany Design Guidelines and Requirements provides the requirements for townhouses inside the Village Center. Section II (III.B.1) requires townhouse buildings to be based on an American architectural precedent described in section 1 of the DGRs. The ARB previously approved 6 townhomes to be installed on the property, each with a Georgian style of architecture.
  - The applicant proposes the following modifications to the rear elevations of the two townhome buildings that back on to McDonald Lane. There are no other proposed changes to the previous design, outside of revisions made to meet the original conditions of approval.
    - Addition of a bay window/solarium on the rear elevations; and
    - Extension of outdoor patio space on the rear elevations
  - The applicant proposes to add a large bay window/solarium on the rear elevation of each building that backs on to McDonald Lane along with a small, new patio space. The new window details were not provided for review but appear to match the windows used on the rest of the building that was previously approved by the ARB. The city architect has reviewed and approved the proposed changes and states that the overall building designs fit within the existing context of the Village Center.
  - It appears that the proposed modifications appropriately relate to the original ARB approval through the use of the same building materials and architectural vocabulary.
  - All of the original conditions of approval related to the building architecture still apply and are listed in the motion section of the staff report.
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.*

All of the original conditions of approval related to the site, landscaping, and lighting still apply and are listed in the motion section of the staff report. There are no proposed changes.
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
  - The site is currently vacant and is located in the immediate vicinity of the Richmond Square development and the Market and Main multi-unit buildings. The city architect has reviewed and preliminarily approved the submittal.
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 using the Georgian architectural style.
5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
    - The shape, proportion and breakdown of architectural elements are appropriate for the proposed architectural style and compliments existing buildings in the immediate area.
  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**

None of the proposed changes alter compliance with the Urban Center Code regulations as listed in the table below, with the waivers that were previously approved by the ARB. This site is located in the Core Residential Sub-District. The building typology proposed is townhouse.

## **IV. SUMMARY**

The Architectural Review Board should evaluate the overall proposal based on the requirements in the Design Guidelines and Requirements and Urban Center Code. All of the proposed exterior building modifications appear to be consistent with the previously approved design through the use of the same building materials, trim elements and railing details. All previous conditions of approval placed on the original application will carry over to this application and are reviewed as part of the building permit.

## **V. ACTION**

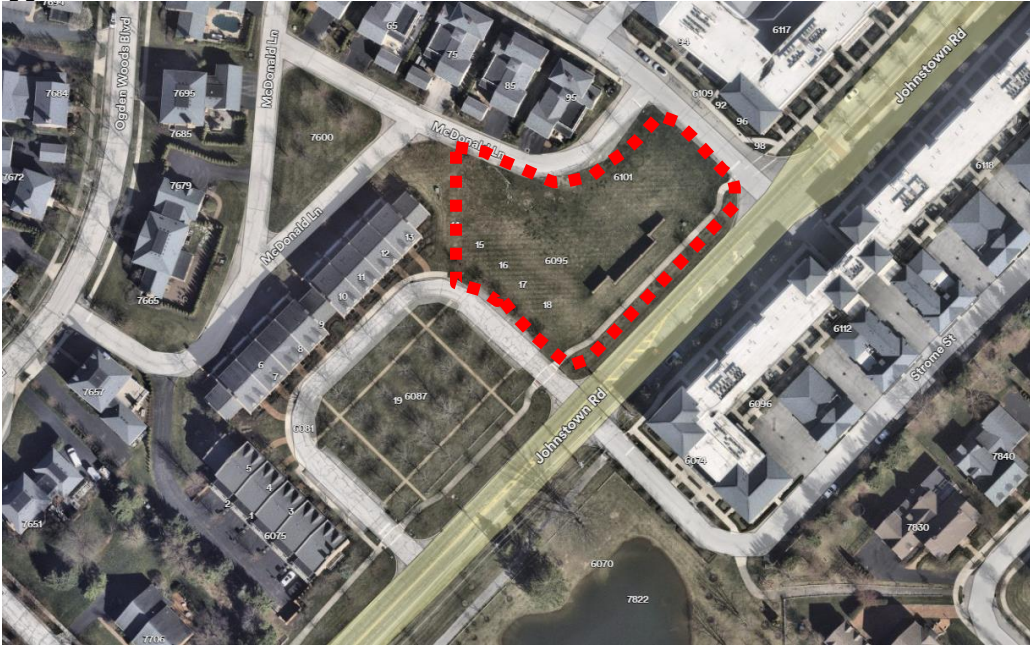
Should the ARB find that the application has sufficient basis for approval, the following motion would be appropriate:

### **Move to approve application ARB-106-2023 subject to the following conditions of approval, all subject to staff approval:**

1. If a composite material is to be used for trim and/or screening elements, the use and type of material is subject to staff approval.
2. Windows must comply with the DGR requirements.
3. Above ground mechanical devices shall be located in the side or rear yard, behind all portions of the principal façade, and shall be fully screened from the street and neighboring properties, subject to staff approval.
4. A landscape plan must be submitted and meet all city landscape code requirements, subject to staff approval.
5. A lighting plan must be submitted and is subject to staff approval.
6. Bicycle parking spaces must be provided and located outside of the right-of-way, subject to staff approval.
7. The trash containers shall be stored internal to the building, inside the garage.
8. The existing utility boxes along Main Street must either be vaulted or relocated to behind the existing sidewalk, subject to the city engineer's approval.

9. The sidewalk shall be 6-foot wide along Keswick Drive.
10. The plans shall be updated to provide an 8-foot-wide tree lawn along Keswick Drive.
11. The front stoop depth and height shall be revised to meet code requirements.
12. The garage doors shall be revised to meet code requirements.
13. Guardrails at the window wells and iron work on the center Main Street retaining wall shall be subject to staff approval if required.
14. Two full windows shall be added to the all rear elevations on the first floor, subject to staff approval.

**Approximate Site Location:**



Source: NearMap



## **Community Development Department**

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

Dear Maletz Architects,

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

Friday, June 21, 2024

The New Albany Architectural Review Board took the following action on 06/10/2024 .

#### Certificate of Appropriateness

**Location:** 14 Richmond Square

**Applicant:** Maletz Architects,

**Application:** PLARB20230106

**Request:** Modifications to the previously approved Richmond Square Townhomes

**Motion:** Move to approve, with conditions

**Commission Vote:** Move to approve modification of previous approval, with original conditions.

**Result:** Certificate of Appropriateness, PLARB20230106 was APPROVED, by a vote of 4-0.

Recorded in the Official Journal this June 21, 2024

#### Condition(s) of Approval:

1. 1. If a composite material is to be used for trim and/or screening elements, the use and type of material is subject to staff approval.
2. Windows must comply with the DGR requirements.
3. Above ground mechanical devices shall be located in the side or rear yard, behind all portions of the principal façade, and shall be fully screened from the street and neighboring properties, subject to staff approval.
4. A landscape plan must be submitted and meet all city landscape code requirements, subject to staff approval.
5. A lighting plan must be submitted and is subject to staff approval.
6. Bicycle parking spaces must be provided and located outside of the right-of-way, subject to staff approval.
7. The trash containers shall be stored internal to the building, inside the garage.
8. The existing utility boxes along Main Street must either be vaulted or relocated to behind the existing sidewalk, subject to the city engineer's approval.
9. The sidewalk shall be 6-foot wide along Keswick Drive.
10. The plans shall be updated to provide an 8-foot-wide tree lawn along Keswick Drive.
11. The front stoop depth and height shall be revised to meet code requirements.
12. The garage doors shall be revised to meet code requirements.
13. Guardrails at the window wells and iron work on the center Main Street retaining wall shall be subject to staff approval if required.
14. Two full windows shall be added to the all rear elevations on the first floor, subject to staff approval.



Staff Certification:

*Chris Christian*

Chris Christian  
Planner II



**Architectural Review Board Staff Report  
June 10, 2024**

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**CHURCH OF THE RESURRECTION BUILDING ADDITIONS  
CERTIFICATE OF APPROPRIATENESS**

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LOCATION: 6300 E. Dublin-Granville Road (PID: 222-000373)  
APPLICANT: Scott R. Harper  
REQUEST: Certificate of Appropriateness  
ZONING: Urban Center Code, Campus sub-district  
STRATEGIC PLAN: Village Center  
APPLICATION: ARB-35-2024

Review based on: Application materials received on May 10, 2024.

*Staff report prepared by Sierra Saumenig, Planner*

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**I. REQUEST AND BACKGROUND**

The applicant requests review and approval to add one addition to the existing church and two new, additional free-standing buildings on the church property. The proposed buildings included on this application are:

- A. 18,000 sq. ft. one-story Parish Community Center (attached to the existing church)
- B. 29,200 sq. ft. two-story Parish Life Center
- C. 8,200 sq. ft. one-story (with mezzanine) Maintenance Storage building

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 and new buildings qualify as such a change and thus requires review and approval by the board.

**II. SITE DESCRIPTION & USE**

The Church of the Resurrection site is zoned Urban Center District and is within the Campus and Rural Residential sub-district. The northwest corner of the Church of the Resurrection's property is in the Rural Residential sub-district where single family homes used to be. Urban Center Code section 4.1 allows religious exercise facilities uses within these subareas. The site currently contains two structures and is 17.1 acres in size. Additionally, there are accessory storage buildings near the rear property line that will be removed.

**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.*

**A. Parish Community Center**

- The applicant proposes to construct an 18,000 sq. ft. addition to the existing church to develop a community hall on the property.

- The new addition will be connected to the existing church by a 1,400 sq. ft. atrium that is surrounded on both sides by outdoor hardscapes.
- The applicant proposes to use brick, gray asphalt roof shingles, and arched windows that will closely match the existing church façade.
- The proposed atrium will be developed with white Hardie board lap siding.
- Section 8(III.2) of the Design Guidelines & Requirements states the selection of architectural style shall be appropriate to the context, location, and function of the building. The style should be based on traditional practice in American architecture and as illustrated in the Design Principles and the “American Architectural Precedent” section. In general, high-style designs with grander scale are appropriate for major structures such as government buildings, schools, and churches.
  - The applicant proposes a brick and Hardie board lap siding on the addition that is consistent with the way traditional materials would have been used. A digital sample material board has been submitted which shows the proposed Hardie panel board material having similar surface texture as wood. Hardie panel board has been used successfully in other parts of the Village Center. Additionally, the addition has high-style designs including arched windows, brick accents, and multiple entrances.
  - The city architect has reviewed the proposed addition and states that the use of brick and Hardie board is architecturally appropriate in relation to what is existing. However, the proposed brick mortar and tooling should match, and the proposed brick and roof colors should be within the same color family as the existing Church. Additionally, the proposed windows should be the same Pella line or an identical design subject to staff approvals.
  - Staff recommends a condition of approval requiring that the brick, roof and brick mortar colors be within the same color family as the existing church and the proposed windows are the same Pella line or an identical design subject to staff approval.
- Section 8(III.3) of the Design Guidelines & Requirements (DGRS) states in keeping with traditional practice, the entrances to civic and institutional buildings shall be oriented toward primary streets and roads and shall be of a distinctive character that makes them easy to locate. Entrances shall be scaled and detailed to match the scale and detail of interior public spaces.
  - The proposed addition is oriented toward a primary street and the entrance is easy to locate with architectural features such as brick accents and entry columns and a roof.
- Section 8(III.4) of the Design Guidelines & Requirements (DGRS) 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.
  - The proposed addition is similar to the existing church and includes features such as a varying roof and vertically-proportioned window panes. The city architect has reviewed this proposed addition and states that the addition is architecturally appropriate and is compatible with the existing church. As mentioned above for proposed materials, the same condition would apply.

## **B. Life Parish Center**

- The applicant proposes to construct an 29,200 sq. ft. two-story building that will be adjacent to the existing church with proposed sidewalks connecting the two buildings.
- The applicant proposes to use brick, gray asphalt roof shingles, and windows that will match the existing church. Additionally, the applicant proposes to use white Hardie board lap siding along the second-floor corners of the building which would match the proposed Parish Community Center.

- Section 8(III.2) of the Design Guidelines & Requirements states the selection of architectural style shall be appropriate to the context, location, and function of the building. The style should be based on traditional practice in American architecture and as illustrated in the Design Principles and the “American Architectural Precedent” section. In general, high-style designs with grander scale are appropriate for major structures such as government buildings, schools, and churches.
  - The applicant proposes a brick and Hardie board lap siding on the proposed building that is consistent with the way traditional materials would have been used. A digital sample material board has been submitted which shows the proposed Hardie panel board material having similar surface texture as wood. Hardie panel board has been used successfully in other parts of the Village Center. Additionally, the building has high-style designs including arched windows, brick accents, archways, and vestibules at some of the entrances.
  - The city architect has reviewed this proposed building and states that the use of brick and Hardie board is architecturally appropriate in relation to what is existing. However, the proposed brick mortar and tooling should match, and the proposed brick and roof colors should be within the same color family as the existing Church. Additionally, the proposed windows should be the same Pella line or an identical design subject to staff approval.
  - Staff recommends a condition of approval requiring that the brick, roof and brick mortar colors be within the same color family as the existing church and the proposed windows are the same Pella line or an identical design subject to staff approval.
- Section 8(III.3) of the Design Guidelines & Requirements (DGRS) states in keeping with traditional practice, the entrances to civic and institutional buildings shall be oriented toward primary streets and roads and shall be of a distinctive character that makes them easy to locate. Entrances shall be scaled and detailed to match the scale and detail of interior public spaces.
  - The proposed building has entrances on all four sides with entrances oriented toward the street. All entrances include distinct architectural features such as vestibules, brick arches, double-doors, and arched niches.
- Section 8(III.4) of the Design Guidelines & Requirements (DGRS) 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.
  - The proposed addition is similar to the existing church and includes features such as a varying roof and vertically-proportioned window panes. The city architect has reviewed this proposed addition and stated that the addition is architecturally appropriate and is compatible with the existing Church. As mentioned above for proposed materials, the same conditions would apply.

### **C. Maintenance Building**

- The applicant proposes to construct a 8,200 sq. ft. maintenance and storage building with a mezzanine that will be located at the northwest corner of the property.
- The applicant proposes to use white vertical metal siding. Additionally, the applicant proposes a light gray standing seam metal roof.
- The city architect reviewed the application and remarks that using Hardie board for the proposed Parish Life Center, along with its application in the atrium, creates a cohesive narrative. This approach ensures that the new maintenance building, with its vertical metal siding, feels integrated and architecturally compatible with the 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.*

### **Landscape**

- Urban Center Code Section 2.143.1 states that all street, side, and side yards shall be landscaped with trees, shrubs, grass, ground covers or other plant materials or a combination of these materials.
- Urban Center Code Section 5.12 requires street trees to be installed at a rate of 25' off-center
  - Since the site is existing, street trees and tree lawn are already incorporated along Fodor Road and E. Dublin-Granville Road.
  - The applicant is proposing to install street trees along the Morgan Road frontage to meet this requirement.
  - Staff recommends a condition of approval that the applicant naturalizes the proposed Morgan Road street trees subject to staff approval.
  - Staff recommends a condition of approval requiring the applicant to update the landscape plan to include the street tree quantities on Morgan Road in their landscape data table.
- On April 11, 2016, the site went before the ARB (ARB-21-2016) for a parking lot expansion and modification. One of the conditions of approval was that the applicant did not have to do the required evergreen hedge around the parking lot. Therefore, the applicant is not required to screen the additional parking that is being added.
- The City Landscape Architect has reviewed the referenced plan in accordance with the landscaping requirements found in the New Albany Codified Ordinances and zoning text and provides the following comments. Staff recommends a condition of approval that all City Landscape Architect's comments are met at the time of engineering permits, subject to staff approval. The City Landscape Architect's comments are:
  - Hamamelis x intermedia 'Diane' (Diane Witch Hazel) to be identified as a deciduous shrub. Reformat plant list to meet requirements.
  - Increase planning of deciduous shade trees as marked. Tree placement should adhere to the tree grouping standards.

### **Lighting**

- A detailed lighting plan was not submitted for review. Therefore, the staff recommends a condition of approval requiring submission of such a plan to ensure the lighting uses cut-off fixtures and downcast designs, preventing spillage beyond the site's boundaries and matching the existing light features currently on the site.

### **Vehicular and Pedestrian circulation:**

- Urban Center Code section 2.140.1 states parking shall be provided as needed and supported by evidence-based standards.
  - The applicant provided a parking statement indicating that the new church was dedicated in 2004 and the total number of parking spaces was based upon total seats in the church at one parking spaces per 5 seats. A total of 397 spaces were developed at that time. Parking improvements were made in 2015 and the total number of spaces increased from 397 to 468 spaces. C.O 1167.05(C)(1) requires one parking space for each three seats in a main auditorium and the applicant is now proposing 545 spaces, which exceeds code requirements.
  - There is a total of 468 parking spaces currently on site and the applicant is proposing to increase parking by 77 spaces for a total of 545 parking spaces. Additionally, the existing parking will be reconfigured to accommodate the proposed addition and new buildings.

- The proposed dimensions of the parking spaces appear to meet code requirements.
  - Bicycle parking is required to be provided onsite for new vehicular off-street parking facilities and the enlargement of off-street parking per UCD section 5.30.2.
    - There are currently two bike racks and applicant is adding two additional bike racks.
  - There is no sidewalk proposed or required along Morgan Road as part of this development. However, the city recommends a condition of approval requiring the church to dedicate a public access easement along the east side of Morgan Road so a future sidewalk or leisure trail can be accommodated in the future. The city recommends a 10-foot public access and streetscape easement be provided extending from the edge of right-of-way along the east side of Morgan Road that extends the length of the property.
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
    - With the recommended changes from the city architect, it does not appear that the original quality or character of the building or site will be destroyed or compromised as part of the construction of this addition/expansion.
  4. *All buildings, structures and sites shall be recognized as products of their own time.*
    - It appears that the applicant has designed the addition and two new buildings in a way that is appropriate to the historic character and design of the existing church and ministry.
  5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
    - With the recommended changes from the city architect, this requirement will be met.
  6. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
    - Not Applicable.
  7. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*
    - With the recommended changes from the city architect, it does not appear that proposed addition and new buildings would harm the form and integrity of the original structure.

### Urban Center Code Compliance

The site in question is located in the Campus area within the Urban Center District. The existing building typology is Civic and Institutional. The proposal complies with all typology standards listed in this section of the Urban Center Code.

#### 1. Lot and Building Standards

##### **Campus (UCC Section 2.138)**

<b>Standard</b>	<b>Minimum</b>	<b>Maximum</b>	<b>Proposed</b>
Street Yard	30'	No max	30'-85'
Side Yard	20'	No max	N/A
Rear Yard	20'	No max	20'
Stories	1	4	1-2
Height	No min	55'	All proposed are under 40 feet

*The Urban Center code does not have minimums or maximums for the following standards: lot area, lot width, lot coverage, and building width.*

#### **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 New Albany's goal is to encourage a consistent approach when new public buildings are created in the community and the selection of architectural style shall be appropriate to the context, location, and function of the buildings. The designs for the three buildings are of high quality and the site strategy, building massings, and exterior elevations seamlessly blend with the existing church. The use of Hardie board is appropriate as it allows the proposed maintenance building to feel as if it belongs even with the proposed metal siding. Additionally, the proposed sidewalks on the site form an interconnected network, allowing patrons to move effortlessly around the buildings.

The city architect recommends modifications to the design of the building addition and proposed buildings to ensure they complement the existing church. In order to accomplish this, the brick and roofing should be in the same color family as the existing church, the proposed windows should be the same Pella line or an identical designed window, and the brick base should be removed from the maintenance building. Furthermore, the city's landscape architect comments should be incorporated into the proposed development. With the recommended changes from the city architect and landscape architect, it does not appear that the original quality or character of the building or site will be destroyed or compromised as part of the construction of this addition/expansion.

#### **V. ACTION**

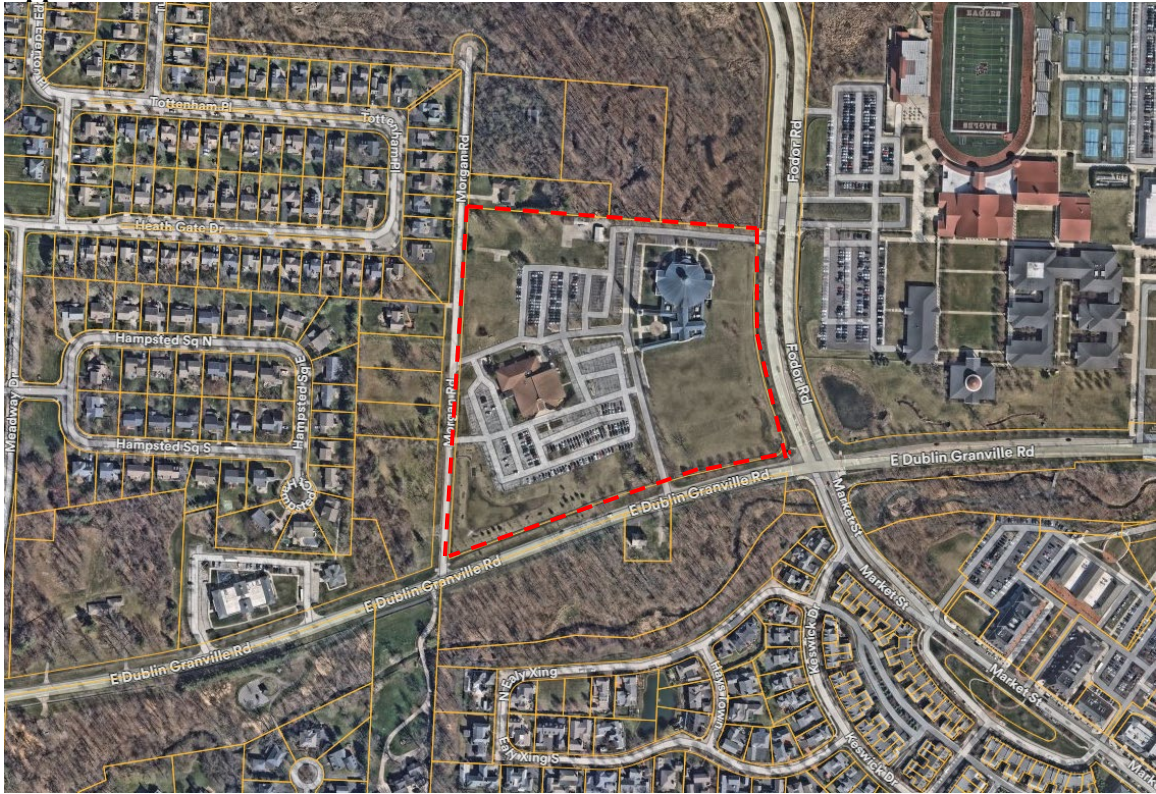
Should the Architectural Review Board find sufficient basis for approval, the following motion would be appropriate.

#### **Suggested Motion for ARB-35-2024:**

Move to approve Certificate of Appropriateness application ARB-35-2024 with the following conditions:

1. The applicant must revise the design and drawings per the city architect's comments and the rendering provided, subject to staff approval:
  - a. The brick, roof and brick mortar colors be within the same color family as the existing church and the proposed windows are the same Pella line or an identical design on the Parish Community Center and Life Parish Center buildings.
  - b. Removal of the brick base on the proposed maintenance building.
2. That the applicant naturalizes the proposed Morgan Road street trees, subject to staff approval.
3. That the applicant should update the landscape plan to include the street tree quantities on Morgan Road in their landscape data table.
4. The applicant must revise the design and drawings per the city landscape architect's comments regarding landscaping, subject to staff approval:
  - a. Hamamelis x intermedia 'Diane' (Diane Witch Hazel) to be identified as a deciduous shrub. Reformat plant list to meet requirements.
  - b. Increase planning of deciduous shade trees as marked. Tree placement should adhere to the tree grouping standards.
5. Lighting uses cut-off fixtures and downcast designs, preventing spillage beyond the site's boundaries and matching the existing light features currently on the site, subject to staff approval.
6. A 10-foot public access and streetscape easement be provided extending from the edge of right-of-way along the east side of Morgan Road that extends the length of the property, subject to staff approval.

**Approximate Site Location:**



Source: NearMap





## **Community Development Department**

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

Dear Scott Harper,

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

Monday, June 17, 2024

The New Albany Architectural Review Board took the following action on 06/10/2024 .

#### Certificate of Appropriateness

**Location:** 6358 DUBLIN GRANVILLE RD

**Applicant:** Scott Harper,

**Application:** PLARB20240035

**Request:**

**Motion:** To approve

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

**Result:** Certificate of Appropriateness, PLARB20240035 was Tabled, by a vote of 5-0.

Recorded in the Official Journal this June 17, 2024

#### Condition(s) of Approval:

Staff Certification:

Sierra Saumenig  
Planner