

### **New Albany Architectural Review Board**

Monday, March 10, 2025 Meeting Minutes - Approved

#### I. Call to order

The New Albany Architectural Review Board held a regular meeting on Monday, March 10, 2025 in the New Albany Village Hall. Vice Chair Iten called the meeting to order at 7:04 p.m. and asked to hear the roll.

#### II. Roll call

Upon roll call:

absent
present
present
absent
absent
present
present
absent

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

Staff members present: Planner I Bennett, Planner I Blackburn, Planner I Henderson, Planner II Saumenig, Deputy Clerk Madriguera.

#### **III.** Action on minutes: February 10, 2025

Vice Chair Iten noted the following corrections to the minutes from the February 10, 2025 meeting. First, that the word at the end of the second line of the second to last paragraph on page 3 should be the word "no." And second, that the name of the architect with the applicant for ARB-97-2024 and ARB-98-2024 was missing. He asked for the board if there were any further corrections.

Hearing none, Vice Chair Iten moved for approval of the February 10, 2025 meeting minutes as corrected. Board Member Brown seconded the motion.

Upon roll call: Mr. Iten yes, Mr. Brown yes, Mr. Davie yes, Mr. Strahler abstained from the vote. Having three yes votes, the motion passed and the February 10, 2025 meeting minutes were approved as corrected.

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

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

Planner II Saumenig introduced the two new planners, Planner Bennett and Planner Henderson.

The board welcomed the new planners and stated that they looked forward to working with them.

#### V. Hearing of visitors for items not on tonight's agenda

Vice Chair Iten asked whether there were any visitors present who wished to address the board for an item not on the agenda. Hearing none, he administered the oath to Applicant Blake Kuhn.

#### VI. Cases:

#### **ARB-2024-0087** Certificate of Appropriateness

Certificate of Appropriateness for a previously approved sign to change locations on the building frontage at 9 S High Street (PID: 222-000077).

Applicant: Blake Kuhn

Applicant Blake Kuhn spoke in support of the application. He explained that the reason for the change to the sign was that the applicants no longer needed the space at 11 S. High Street.

Vice Chair Iten asked whether staff had anything to add.

Planner I Blackburn stated that this sign was the same as the sign approved by the board in December 2024. The clearance is greater than it was on the original sign, but the sign meets code in every respect.

Hearing no further comments, Board Member Brown moved for approval of ARB-0087-2024 with no conditions. Board Member Strahler seconded the motion. Upon roll call: Mr. Brown yes, Mr. Strahler yes, Mr. Iten yes, Mr. Davie yes.

Having four yes votes, the motion passed and ARB-87-2024 was approved.

The board thanked and congratulated Mr. Kuhn.

#### VII. Other business

Vice Chair Iten opened the annual organizational meeting.

Vice Chair Iten nominated Alan Hinson to be the Chairperson of the New Albany Architectural Review Board. Board Member Brown seconded the motion. Upon roll call: Mr. Iten yes, Mr. Brown yes, Mr. Strahler yes, Mr. Davie yes. Having four yes votes the motion passed and Alan Hinson was re-elected Chairperson of the New Albany Architectural Review Board.

Board Member Brown nominated Jon Iten to be the Vice Chair of the New Albany Architectural Review Board. Board Member Davie seconded the motion. Upon roll call: Mr. Brown yes, Mr. Davie yes, Mr. Strahler yes, Mr. Iten yes. Having four yes votes, the motion passed, and Jon Iten was re-elected Vice Chair of the New Albany Architectural Review Board.

Vice Chair Iten nominated Jim Brown to be the Secretary of the New Albany Architectural Review Board. Board Member Strahler seconded the motion. Upon roll call: Mr. Iten yes, Mr. Strahler yes, Mr. Brown yes, Mr. Davie yes. Having four yes votes, the motion passed, and Mr. Brown was re-elected Secretary of the New Albany Architectural Review Board.

Thereafter there was a brief discussion of changing the meeting time to 7:15 p.m. for the spring months, but the board consensus was that it was best to leave the meeting time at 7:00 p.m.

Vice Chair Iten and the board also discussed moving the October meeting to Wednesday, October 22, 2025 in order to accommodate Columbus Day on Monday, October 13, 2025, and the fact that Vice Chair Iten would be unable to attend on Wednesday, October 16, 2025.

Vice Chair Iten moved to establish that regular meetings of the New Albany Architectural Review Board would occur at 7:00 p.m. in the New Albany Village Hall on the third Monday of each month, except for October 2025 when the meeting would be held on Wednesday, October 22, 2025. Board Member Strahler seconded the motion. Upon roll call: Mr. Iten yes, Mr. Strahler yes, Mr. Brown yes, Mr. Davie yes. Having four votes, the motion passed.

Thereafter Planner II Saumenig advised the board that the City of New Albany does not observe the Columbus Day holiday and the board could meet on Monday, October 13, 2025.

Vice Chair Iten moved to vacate the prior motion. Board Member Davie seconded the motion. Upon roll call: Mr. Iten yes, Mr. Davie yes, Mr. Strahler yes, Mr. Brown yes. Having four yes votes, the motion was vacated.

Board Member Strahler moved to establish that the board should meet on the third Monday of each of the month at 7:00 p.m. in the New Albany Village Hall. Board Member Brown seconded the motion. Upon roll call: Mr. Strahler yes, Mr. Brown yes, Mr. Iten yes, Mr. Davie yes. Having four yes votes, the motion passed, and the New Albany Board of Architectural Review established their regular meeting schedule.

Thereafter, Vice Chair Iten called the board's attention to the attendance policy for New Albany Boards and Commissions.

\*Attendance is defined as in-person presence during the hearing and consideration of applications without a conflict of interest before that commission/board at that meeting. Attendance of all currently serving members of the commission/board is encouraged, and three (3) consecutive absences by any member or four (4) absences in any 12-month period shall be considered grounds for the forfeiture of the membership to the commission/board. The forfeiture would occur unless the commission/board member's absence is "excused," as determined in the sole discretion of City Council, due to an illness, injury, or other emergency circumstance of the member, or an immediate family member. Upon the occurrence of the absence that creates the grounds for forfeiture, the applicable department designee and/or a council member will then notify the clerk of council who will inform the full council that action concerning the appointment is required. C.O. 159.02(d).

#### VIII. Poll members for comment

Following a brief discussion about applications coming down the pike for the board, Vice Chair Iten thanked the board and staff and remarked that it was a pleasure to meet.

#### IX. Adiourn

Having no further business, Board Member Brown moved to adjourn the March 10, 2025 meeting. Board Member Strahler seconded the motion. Upon roll call: Mr. Brown yes, Mr. Strahler yes, Mr. Iten yes, Mr. Davie yes. Having four yes votes, the motion passed, and the meeting was adjourned at 7:30 p.m.

Submitted by Deputy Clerk Madriguera, Esq.

Appendix
ARB-0087-2025
Staff Report
Record of Action



# COMMUNITY CONNECTS US Architectural Review Board Staff Report

March 10, 2025 Meeting

## GREENSHTEIN MCCARTHY SIGN CERTIFICATE OF APPROPRIATENESS

LOCATION: 9 South High Street (PID: 222-000077)
APPLICANT: Wesley & Roberts c/o Blake Kuhn
REQUEST: Certificate of Appropriateness

ZONING: Urban Center District (UCD): Historic Center

STRATEGIC PLAN: Village Center APPLICATION: ARB-87-2024

Review based on: Application materials received on January 06, 2025.

Staff report prepared by Kylie Blackburn, Planner

#### I. REQUEST AND BACKGROUND

The applicant requests a certificate of appropriateness for a projecting sign to be installed at 9 South High Street for Greenshtein McCarthy. The projecting sign's location is on the east-facing elevation along High Street where a previous occupant had a sign placed.

The ARB approved this sign in December 2024, but the company has since moved to only being located at 9 S High and not 9-11 S High. The applicant proposes to change the sign location, which requires ARB review and approval. The overall sign design is the same as what was previously approved by the board.

#### II. SITE DESCRIPTION & USE

Greenshtein McCarthy is located in the Historic Center in the Urban Center District at 9 South High Street. The building sits on 0.12 acres and is about 5117 square feet. It houses the Greenshtein McCarthy LP business, a hedge fund that sits between the Morgan Stanley building and the Amy M. Levine & Associates Attorney Law building. Greenshtein McCarthy will only be in 9 S High Street.

#### III. EVALUATION

## **Certificate of Appropriateness:**

Per Section 1157.07(b) any major environmental change to a property located within the Village Center requires a certificate of appropriateness to be issued by the Architectural Review Board. 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 and 1169 City Sign Regulations, 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.
  - Per the city's sign code section 1169.14(a) each building or structure in the Village Core sub-district shall be allowed three (3) sign types. The applicant proposes to install one projecting sign with the following dimensions.

# **Projecting Sign**

- City sign code Chapter 1169.17 (a)(1) permits a maximum area of 6 square feet, allows one projecting sign per street front, and requires a maximum projection of 5' and minimum clearance from the sidewalk of 8' with a minimum sign relief of 1".
  - a. Area: 6 square feet per side [meets code].
  - b. Location: the sign is proposed to be installed on the street front on South High Street [meets code].
  - c. Lighting: External, 2,700 Kelvin, 500 Lumens [meets code].
  - d. Width: 3 feet [meets code].
  - e. Height: 2 feet [meets code].
  - f. Colors: black and brushed silver [meets code].
  - g. Mount: Armature [meets code].
  - h. Clearance: 9 feet 4 inches above sidewalk [meets code].
- The sign reads "Greenshtein McCarthy" in silver brushed lettering, corner elements, and upper and lower bars on a black background.
- The sign is made out of metal with a welded 1"x 2" steel tube frame which is a permitted sign material.
- C.O. 1169.12(a)(1) states that signs are to be consistent with the design/style of the building on which they are located. The proposed material appears to be the same used on the other elevation signs.
- 2. The visual and functional components of the building and its site, including but not limited to landscape design and plant materials, lighting, vehicular and pedestrian circulation, and signage.
  - The proposed sign is an appropriate sign type for this tenant space.
- 3. The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.
  - The sign appears to be positioned in a suitable location and does not block any architectural features.
- 4. All buildings, structures and sites shall be recognized as products of their own time.
  - The building is a product of its own time and as such should utilize signs appropriate to its scale and style while considering its surroundings. The proposed sign is designed and scaled appropriately for this tenant space.
- 5. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.
  - Not Applicable
- 6. The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.
  - Not Applicable
- 7. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.
  - Not Applicable

#### IV. SUMMARY

The proposed sign is identical to the one previously approved by the board, the only change is the location on the building. The proposed sign appears to be appropriate for this space since it is

consistent with the architectural character of the building and the overall Village Center. The proposed signs use a dark background with light lettering to match the aesthetics of similar signs in the Village Center. The projecting sign meets all code requirements.

# V. ACTION

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

# **Suggested Motion for ARB-87-2024:**

Move to approve Certificate of Appropriateness application ARB-87-2024. (Conditions may be added)

# **Approximate Site Location:**



Source: Near Map



# **Community Development Department**

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

Dear Blake Kuhn,

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

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

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

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

Thank you.



# **Community Development Department**

# **Decision and Record of Action**

Tuesday, March 11, 2025

The New Albany Architectural Review Board took the following action on 03/10/2025.

# **Certificate of Appropriateness**

**Location:** 9 S. High St. **Applicant:** Blake Kuhn,

**Application: PLARB20240087** 

Request: Certificate of Appropriateness

Motion: To Approve

**Commission Vote:** Motion Approved, 4-0

**Result:** Certificate of Appropriateness, PLARB20240087 was Approved, by a vote of 4-0.

Recorded in the Official Journal this March 11, 2025

Condition(s) of Approval: N/A

Kylie Blackburn

Staff Certification:

Kylie Blackburn

Planner