



**Architectural Review Board Staff Report
October 13, 2025 Meeting**

**CERTIFICATE OF APPROPRIATENESS
6600 NEW ALBANY-CONDIT ROAD I-PUD REZONING**

LOCATION: 6600 New Albany-Condit Road (PID: 222-000640)
APPLICANT: Rob Riddle c/o Aaron Underhill, Esq., Underhill & Hodge LLC
REQUEST: Certificate of Appropriateness
ZONING: Urban Center Code to Infill-Planned Unit Development (I-PUD)
STRATEGIC PLAN: Village Center
APPLICATION: ZC-78-2025

Review based on application materials received September 17, 2025.

Staff report prepared by Lauren Sauter, Planner I.

I. REQUEST AND BACKGROUND

This application is a Certificate of Appropriateness for a rezoning (also “zoning amendment,” “zoning change”) of approximately 1.116 acres located at 6600 New Albany-Condit Road. The site is currently zoned Urban Center Code within the Rural Residential sub-district. The applicant proposes to rezone the property from the Rural Residential sub-district to an Infill-Planned Unit Development (I-PUD), thereby establishing a new zoning text.

The application includes a preliminary development plan in conjunction with the rezoning. The preliminary development plan and rezoning are intended to facilitate updates to the existing buildings and site; however, in the longer term, the applicant anticipates redevelopment of the site with a new office building. As such, this report evaluates the appropriateness of both the rezoning (including the implications of the new zoning text for future development) and the preliminary development plan. The evaluation of the preliminary development plan at this stage is general in nature and intended to assess the overall compliance with city regulations and compatibility with the site and adjacent areas; the full, more detailed and technical review will be conducted at the time of the final development plan, which requires review and approval by the Architectural Review Board and the Planning Commission.

II. SITE DESCRIPTION & USE

The subject property comprises approximately 1.116 acres of land and is located within the Village Center, where it is zoned under the Urban Center Code as part of the Rural Residential sub-district. The site currently contains a single-family residence and two accessory detached structures. The property fronts State Route 605, also known as New Albany-Condit Road.

Properties to the immediate south and west of the property are of similar low-density, single-family residential uses that are likewise designated within the Rural Residential sub-district of the Urban Center Code. To the east, the property abuts the Windsor subdivision, which is designated within the Village Residential sub-district of the Urban Center code. This neighboring development consists of single-family residential uses that are relatively higher in density. To the south, The New Albany-Plain Local Schools campus and associated athletic fields are located in proximity to the subject property.

Moreover, the site is located at the northern boundary of the Village Center district, which, along with the parcel itself, is demarcated by the east-west alignment of State Route 161. A noise wall is planned for installation in the near future along the northern boundary of the subject parcel. New Albany-Condit Road extends northward from the property, crossing over State Route 161 via an overpass to reach areas generally zoned for office uses. South of the property, New Albany-Condit Road transitions into North High Street and eventually intersects U.S. Route 62 and East Dublin-Granville Road.

III. EVALUATION

Rezoning Process and Review Criteria

Section 1.1.3 of the Urban Center Code states that modifications to sub-district boundaries can be made through the amendment process as provided in Chapter 1111 of the Codified Ordinances. The Architectural Review Board's review of this application is pursuant to C.O. Section 1157.06 and C.O. Section 1157.08(b)(1): no environmental change or zoning 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. The Board shall review the rezoning request and make a recommendation to the Planning Commission, whose review authority of the zoning amendment application is pursuant to C.O. Section 1107.02 and C.O. Chapter 1111. Upon review and approval of the proposed amendment to the zoning map, the Planning Commission is to make a recommendation to City Council, who takes final action on the rezoning.

New Albany Strategic Plan

The subject lot is located in the Village Center future land use district of the Engage New Albany Strategic Plan. The Strategic Plan identifies the active mixed-use Village Center as the type of authentic, walkable environment that office users are seeking; the plan highlights adding office space to the Village Center as an important effort, and careful integration and appropriate design of office development will expand the city's offerings.

At the location of the subject parcel, New Albany-Condit Road is identified as both a Business Park Transitional Road (extending north) and a Village Center Road (extending south). The Business Park to the north is characterized by office uses. As a transitional area into the Village Center, the proposed commercial office uses are appropriate in allowing the reuse of the site in a way that is sensitive to its surrounding context, including the office uses to the north and the architectural qualities of the immediate vicinity.

Certificate of Appropriateness Review Criteria

Per C.O. Section 1157.09: Criteria for Evaluation of Application for Certification of Design Appropriateness, modifications to the building and site should be evaluated by the Architectural Review Board and City staff according to the following criteria:

A. The compliance of the application with the Design Guidelines and Requirements (DGRs).

1. The following sections of the DGRs apply to the proposed rezoning and preliminary development plan:
 - Section 1: Design Principles and American Architectural Precedent – This section of the DGRs generally governs all development in the city. It notes that buildings that existed prior to the creation of the Architectural Review Board will not necessarily be expected to follow the American architectural precedent described in the DGRs, and that greater attention should be given to the physical context of location so that the design is compatible with its neighbors.
 - According to the Franklin County Auditor's website, the existing home in the proposed zoning district was constructed in 1966; adjacent properties were built around the same time. As such, the existing structures on the site may not be fully in conformance with the DGRs,

but the modifications proposed in the preliminary development plan respect the original qualities and character of the buildings and their context with adjacent properties.

- Section 4: Existing Buildings – This section of the DGRs is intended to apply to all existing buildings *excluding* those in the Village Center; however, the existing structures appear to meet the intent of this section of the DGRs. A few applicable regulations include:
 - The key to sensitive renovation of existing buildings 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.
 - Residential buildings can be converted to commercial uses, but they should retain the residential character and design elements.
 - Construction will observe the setback appropriate for the streetscape and the context of the existing buildings on and near the property.
 - Section 3: Village Center Commercial – The proposed zoning text is supportive of commercial development that meets the intent of this section of the DGRs while still retaining the residential character of the existing buildings and respecting the site's context with adjacent properties.
 - Design elements should follow traditional commercial building design. Buildings designed as offices are encouraged to incorporate storefronts into the design, such as by use of display windows and bulkheads.
2. The renovations proposed in the preliminary development plan are generally aligned with applicable sections of the DGRs. Some standards have been modified by the I-PUD zoning text that allow the development to be more compatible with the existing buildings and respectful of the site's context with adjacent properties. Modifications to the DGRs that are included in the zoning text include standards pertaining to building height, recommended façade materials, and window specifications. The main renovations proposed by the preliminary development plan include:
- The front porch and back deck on the main building will be renovated for improved accessibility. This promotes pedestrian movement on the site and engagement with more than just the front of the building—elements of which the DGRs are highly supportive.
 - A traditional commercial storefront (e.g. display windows, bulkheads) will be installed where the garage doors are currently located on both the main building and accessory building; the storefront is recommended by the Village Center Commercial DGRs. This supports compliance with the commercial DGRs while still retaining the residential character and original qualities of the buildings.

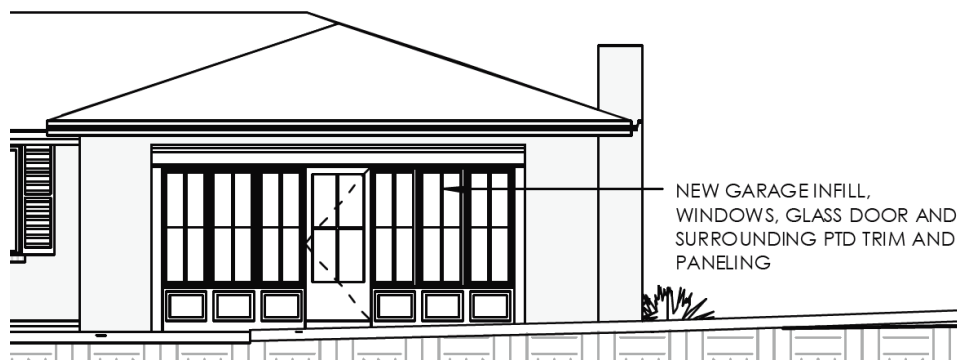


Image: Proposed traditional commercial storefront, which is recommended by the Village Center Commercial Design Guidelines and Regulations.

- In accordance with the DGRs, the proposed parking is at the rear of the lot behind the main building, and the parking will always remain behind a building per the zoning regulations. The rear setback provides for this parking, as well as

for delivery truck access, trash pickup, and similar commercial services. Placing these functions at the rear helps preserve the visual character of the site from the public right-of-way and reduces potential impacts on adjacent properties by consolidating service-related activities away from the main building frontage.

- The essential character and structure of both buildings will remain.
- 3. The applicant has included a concept plan to visualize potential future redevelopment of the site that complies with the proposed I-PUD zoning text. A more detailed final development plan will be brought to the Architectural Review Board in the future for its review and approval. A more in-depth analysis of the proposed development's compliance with the DGRs will be evaluated at that time.

B. 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.

1. Landscape islands and tree screening are proposed around the parking lot. Plantings are shown in the preliminary development plan around the pedestrian walkways leading to the main building. Whether the trees in the right-of-way of State Route 161 will remain is contingent upon the construction of the noise wall.
2. New vehicular circulation is proposed within the interior of the site, and access to the lot from the right-of-way is to remain the same. The new vehicular circulation includes access to new parking spaces throughout the site, a fire apparatus turn-around area, and an entry and loading area to the accessory building. Pavement widths for vehicular movement are generally 20 to 24 feet in width except along the south side of the main building, which provides 13 feet and 3.5 inches of width.

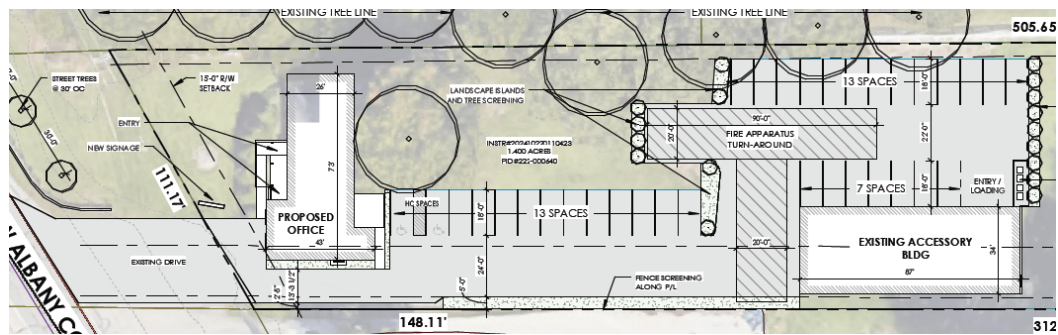


Image: Site plan as proposed in the preliminary development plan.

3. Pedestrian circulation internal to the site is facilitated by new sidewalks on the front and back of the main structure; the front includes both a ramp and stairs for access to one of the front entries.
4. See the lighting and signage sections of this staff report under parts E and F of "Proposed I-PUD Zoning Text Regulations."

C. The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.

1. The existing house and detached structure are proposed to remain, according to the preliminary development plan, with only accessory items being removed or renovated, including the front porch, garage door, and back patio on the main building and the garage door on the accessory building.
2. The smaller detached structure in the rear yard is proposed to be demolished.
3. The proposed zoning text allows the larger accessory structure to be removed subject to staff approval and without review by the Architectural Review Board. Demolition of the existing home will require a certificate of appropriateness to be issued by the Architectural Review Board.

- D. *All buildings, structures and sites shall be recognized as products of their own time.*
1. The proposed zoning text permits the adaptive reuse of the existing home and detached structure for commercial purposes while preserving their essential architectural character. Should new development or different modifications be proposed in the future, the zoning text includes regulations to ensure the design remains consistent with the established character of the site and structures. A more detailed final development plan will be submitted in the future, which will allow further review of this consideration by the Architectural Review Board.
- E. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
1. The main characteristics of the buildings and site are already existing and will remain in place. The new garage infill follows commercial storefront design elements that are recommended by the DGRs for commercial buildings in the Village Center. The modifications nonetheless retain and are sensitive to the existing residential character of the buildings and context with adjacent rural residential sites.
- F. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
1. Consideration of appropriate surface cleaning methods for masonry structures will be addressed as part of the review of the final development plan.
- G. *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.*
1. The existing house and detached structure are proposed to remain, according to the preliminary development plan, with a few alterations that are not anticipated to impair the essential form and integrity of the original structure if removed.
 2. Elements of the main building's exterior that are proposed to remain include the existing windows and shutters, brick siding, shingle roof, and rear deck. A portion of the rear elevation will be Hardie siding, and the exterior walls and shutters will be painted. The garage will be infilled with display windows, a glass door, and surrounding painted trim, paneling, and bulkheads, as shown in the preliminary development plan. The front porch will include a new front entry, low wall, and ramp.
 3. Elements of the detached structure's exterior that are proposed to remain include the wood siding and single roof. Alterations to the exterior include a new garage door, windows and painted shutters, paint on the wood siding, and windows, a glass door, and surrounding painted trim and paneling.
 4. The proposed zoning text allows new development on the site. The final development plan for the site will be reviewed and approved by the Architectural Review Board to ensure compliance with these standards.

Proposed I-PUD Zoning Text Regulations

The first two sections of the proposed I-PUD zoning text summarize its regulatory intent and general development standards. Where the zoning text is silent on regulations, the Urban Center Code will apply. The specifications set forth in the preliminary development plan are in accordance with the proposed I-PUD regulations.

A. Uses, Development Standards, and Lot and Setback Commitments

The subject property is proposed to be rezoned to an Infill-Planned Unit Development (I-PUD); where standards or requirements are not outlined in the I-PUD zoning text, the zoning regulations described in the Urban Center Code will apply.

1. The I-PUD zoning texts lists the following permitted uses, and states that a single use or multiple uses may be operated at one time:

Table 1: Proposed I-PUD Permitted Uses

Administrative and business offices not carrying on retail trade with the public and having no stock of goods maintained for sale to customers, such as, but not necessarily limited to:

Real estate sales and associated services.

Insurance agents and brokers and associated services.

Professional, legal, engineering and architectural services.

Accounting, auditing and bookkeeping services.

Brokers and dealers in securities, investments and associated services, not including banks and savings institutions.

Organizations and associations organized on a profit or non-profit basis for promotion of membership interests, including:

Business associations.

Professional membership organizations.

Civic, social and fraternal organizations.

Charitable organizations.

Storage within the existing accessory building, limited to materials and equipment associated with another permitted use in this zoning district.

- The preceding land use standards are similar to a few uses outlined in the “Services/Business/Professional/Financial” category of the Urban Center Code, including “Administrative and business offices” and “Non-profit or for-profit membership organizations.”
- Storage within the existing accessory building will not necessarily be the only use of the building. A second user may operate on the site within this building.
- As a transitional area into the Village Center, the proposed commercial office uses are appropriate in allowing the reuse of the site in a way that is sensitive to its surrounding context, including the office uses to the north and the architectural qualities of the immediate vicinity.

2. The zoning text establishes the following minimum setbacks (see the proposed zoning text for specific standards). The buildings and pavement specifications in the preliminary development plan are in accordance with the proposed setbacks.

Table 2: Proposed I-PUD Setbacks

New Albany-Condit Road (front)

Pavement setback: 15 feet.

Building setback, buildings 25 feet in height or less: 15 feet.

Building setback, buildings exceeding 25 feet in height: 30 feet.

State Route 161 (side/north)

Pavement setback: 5 feet.

Building setback: 5 feet.

Eastern (rear) boundary line of the zoning district

Pavement setback: 15 feet.

Building setback: 50 feet.

Southern (side/south) boundary line of the zoning district

Pavement setback: 5 feet.

Pavement setback for the driveway that will serve the existing structures that are to remain on the property: 2.5 feet.

Building setback: 5 feet.

Building setback for any newly constructed buildings: 50 feet.

B. Access, Loading, Parking, and Other Traffic Commitments

1. Vehicular access to the zoning district and subject parcel will be provided from New Albany-Condit Road in its existing condition; per the zoning text, if a new building is later proposed for construction, a traffic access study, traffic impact study, or some variation thereof may be required (or waived) by the City Engineer as part of a final development plan.
2. A minimum of 33 vehicular parking spaces will be provided to serve the main building and detached accessory building. Additionally, one loading space will be provided on the north side of the accessory building. For any new development, vehicular parking and loading will remain behind the existing home and will be provided per C.O. Section 1167 unless otherwise approved as part of a final development plan.
3. The Strategic Plan has identified the proximal portion of State Route 605 as an area of importance for future pedestrian and vehicular connectivity to the Village Center, and the city is in the preliminary stages of a roadway connectivity plan to guide future roadway and pedestrian improvements. At present, a pedestrian path exists along only a portion of the subject parcel, starting and extending north of the existing vehicular access point. However, right-of-way and topographical constraints cause the extension of the existing sidewalk to be difficult, and once this roadway and connectivity plan is complete, the property owner will pay a fee in lieu of an extension of the path at such time that the City manager or their designee deems appropriate. The fee-in-lieu amount will be approved by City Council.

C. Architectural Standards

1. Except as otherwise provided in the zoning text, new development as approved in a final development plan will be designed according to one of the following building typologies as outlined in Section 2.2 of the Urban Center Code: Classic Commercial, Traditional Commercial, Urban Commercial, Courtyard, and Lined.
2. The maximum building height is not to exceed 35 feet.

D. Buffering, Landscaping, and Screening Commitments

1. Deciduous street trees will be planted within the right-of-way along New Albany-Condit Road at an average distance of 30 feet on center. Alternatively, the developer may pay the city a fee-in-lieu that is approved by city staff.
2. A new fence will be installed along the southern boundary line of the property at a height not exceeding six feet, with design specifications subject to staff approval.
3. Parking lot landscaping will be provided as generally illustrated in the preliminary development plan and as set forth and approved in a future final development plan.
4. Surface parking areas, external mechanical equipment, roof-mounted equipment, service areas, and dumpsters are required to be screened to the specifications outlined in the proposed zoning text.

E. Lighting

1. Parking lot lighting is not required to serve the existing structures but is required in association with the construction of a new building on the site. When used, such lighting will include cut-off fixture types and will be downcast and controlled to prevent off-site light spillage. Light poles will not exceed 18 feet in height and will be black or New Albany green and constructed of metal.
2. Building uplighting and landscape uplighting from a concealed source is prohibited. Any permitted ground lighting will be shielded and landscaped.
3. Permanent colored lights or neon lights on the exterior of any building is prohibited.
4. All other lighting will be in accordance with the codified ordinances.

F. Graphics and Signage Commitment

1. One wall sign is permitted on the front façade of the existing main building that identifies the user of the main building. The sign will comply with the codified ordinances for a wall sign located in the Historic Core or Village Core sub-district of the Village Center.
2. One single-post sign is permitted that identifies the user of the accessory building if that user is different from the user occupying the converted home. The sign will comply with the codified ordinances for a single-post sign located in the Historic Core or Village Core of the Village Center, except that it will have a maximum sign area of 12 square feet per side. The sign will be set back at least five feet from the right-of-way and from any side property line.
3. Architectural Review Board review and approval will be required at a later date for the aforementioned signage and any future proposed signage.
4. Internally illuminated signs are prohibited. Interior window advertisements and signs painted directly on the surface of a building, wall, or fence are prohibited.

IV. ENGINEER'S COMMENTS

The City Engineer has reviewed the subject preliminary development plan and provided the following comments. Staff recommends a condition of approval that these comments be addressed by the applicant, subject to staff approval (condition #1).

1. The applicant shall provide evidence that any onsite wastewater treatment or well water systems located on the parcel have been abandoned in accordance with all applicable governmental regulations.
2. The applicant shall provide a Traffic Access Study to determine if improvements in public right-of-way are required to support the project.
3. The applicant shall provide a revised plan showing the curb cut proposed for the development and thoroughly evaluate vehicle site distance.
4. The applicant shall provide more information regarding provision of gravity sewer service for the development.

V. SUMMARY

The proposed rezoning will allow office uses at 6600 New Albany-Condit Road and establish development standards that are sensitive to the site's existing character. The change is appropriate given the surrounding context and is accompanied by a preliminary development plan aimed at near-term site and building improvements, with the potential for future office redevelopment. The current evaluation is general in nature, with a more detailed review to occur at the final development plan stage.

Located at a transitional point between the New Albany Business Park and the Village Center, the site is well-suited for low-impact office uses. The proposed I-PUD zoning text includes modifications to the Village Center Commercial Design Guidelines that are appropriate given the physical context. The plan reflects principles from other sections of the DGRs, which support compatibility with surrounding development and encourage maintaining residential character when adapting existing homes for commercial use.

VI. ACTION

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

Move to recommend approval of zoning change application ZC-78-2025 to the New Albany Planning Commission with the following conditions:

1. That the engineer's comments be addressed by the applicant, subject to staff approval.

Approximate Site Location:



Source: NearMap



Community Development Planning Application

Submission	Submit planning applications and all required materials via email to planning@newalbanyohio.org Paper copies are not required at this time however, 12 paper copies of the entire submission will be required ahead of a board hearing date. The planner assigned to your case will inform you when the paper copies need to be delivered to our offices. Fee invoices will be issued to you once the application is entered.																									
Project Information	Site Address <u>6600 New Albany-Condit Road</u> Parcel Numbers <u>222-000640</u> Acres <u>1.116+/-</u> # of lots created <u>N/A</u> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">Choose Application Type</th> <th style="width: 40%;">Description of Request:</th> </tr> </thead> <tbody> <tr> <td>☐ Appeal</td> <td>Rezoning of the subject property from UCC, Urban Center</td> </tr> <tr> <td>☐ Certificate of Appropriateness</td> <td>Code Rural Residential subdistrict to I-PUD, to allow</td> </tr> <tr> <td>☐ Conditional Use</td> <td>for office uses and development rather than residential</td> </tr> <tr> <td>☒ Development Plan</td> <td>uses and development</td> </tr> <tr> <td>☐ Plat</td> <td></td> </tr> <tr> <td>☐ Lot Changes</td> <td></td> </tr> <tr> <td>☐ Minor Commercial Subdivision</td> <td></td> </tr> <tr> <td>☒ Zoning Amendment (Rezoning)</td> <td></td> </tr> <tr> <td>☐ Zoning Text Modification</td> <td></td> </tr> </tbody> </table>		Choose Application Type	Description of Request:	☐ Appeal	Rezoning of the subject property from UCC, Urban Center	☐ Certificate of Appropriateness	Code Rural Residential subdistrict to I-PUD, to allow	☐ Conditional Use	for office uses and development rather than residential	☒ Development Plan	uses and development	☐ Plat		☐ Lot Changes		☐ Minor Commercial Subdivision		☒ Zoning Amendment (Rezoning)		☐ Zoning Text Modification					
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Phone Number	(614) 335-9320	Phone Number																								
Email	aaron@uhlfirm.com	Email																								
Signature	Site visits to the property by City of New Albany representatives are essential to process this application. The Owner/Applicant, as signed below, hereby authorizes Village of New Albany representatives, employees and appointed and elected officials to visit, photograph and post a notice on the property described in this application. I certify that the information here within and attached to this application is true, correct and complete. Signature of Owner By: [Signature] Signature of Applicant By: [Signature] Date: 9/16/25 Date: 9/16/25																									

Department Address: 7815 Walton Parkway • New Albany, Ohio 43054 • Phone 614.939.2254

Mailing Address: 99 West Main Street • P.O. Box 188 • New Albany, Ohio 43054

Exhibit "A"

Situated in the State of Ohio, County of Franklin, and in the City of New Albany and described as follows: Being a part of Lot 40, Section 4, Township 2, Range 16, U.S.M. Lands, and bounded and described as follows:

Beginning at a railroad spike where the north line of Lot 40 would intersect the center line of the New Albany-Condit Road (State Route #605), said point being also the northwest corner of the Robert Lloyd Brenning and Doris J. Brenning Tract, as the same is shown of Record in Deed Book 2078, Page 173, Recorder's Office, Franklin County, Ohio; thence along the north line of Lot 40 and the north line of the Robert L. and Doris J. Brenning Tract, south $88^{\circ} 11'$ east, (passing an iron pin at 26.15 feet) 641.4 feet to an iron pin; thence south $2^{\circ} 47'$ east 106.89 feet to an iron pin; thence north $86^{\circ} 47'$ west, 312.44 feet to an iron pin; thence north $87^{\circ} 43'$ west, (passing an iron pin at 241.85 feet) 268.0 feet to a nail in the center line of the New Albany-Condit Road; thence along the center line of said road, north $34^{\circ} 00'$ west, 119.0 feet to the place of beginning, containing 1.40 acres, more or less.

Excepting therefrom Parcel No. 40-WD (Highway), transferred from Richard Ray Hickernell and Sandra Kay Hickernell, as Grantors, to the State of Ohio, as Grantee, recorded as Franklin County, Ohio, Official Records 31346, Page E05, and further described as follows:

Beginning at a point where the existing centerline of State Route 605 intersects the north line of Section 4, said point being 142.07 feet right of Station 1112 plus 16.93 in the centerline of a survey made in 1992 by Jones-Stuckey Ltd., Inc. of State Route 161, Section 16.75, in Franklin County, said point also being 41.29 feet left of Station 34 plus 61.75 in the centerline of proposed State Route 605, said point also being the Owners' northwesterly corner;

Thence with the Owners' northerly line South 86 degrees 16 minutes 11 seconds East a distance of 135.75 feet to an iron pipe set on the proposed easterly right of way line of State Route 605 said point being 73.53 feet right of proposed Station 33 plus 89.33;

Thence with said right of way line South 25 degrees 04 minutes 36 seconds East a distance of 111.17 feet to an iron pipe set on the Owners' southerly line, said point being 67.11 feet right of proposed Station 32 plus 79.10;

Thence with the Owners; southerly line North 85 degrees 47 minutes 24 seconds West (passing an iron pipe found at 93.79 feet) a distance of 119.89 feet to a point on the Owners' westerly line being 34.00 feet left of proposed Station 33 plus 43.16;

Thence with said westerly line and the existing State Route 605 centerline North 32 degrees 01 minutes 46 seconds West a distance of 118.81 feet to the Place of Beginning, containing 0.284 of an acre, more or less, inclusive of the present road which occupies 10.055 of an acre, more or less.

A gross take of 0.284 of an acre, more or less, is taken from Auditor's Parcel No. 222-640 which contained 1.40 acres, more or less.

The bears for this description were based on the Ohio State Plane Coordinate System, south zone and the North American Datum of 1927.

Owners retain the right of ingress and egress to and from any residual area.

Commonly known as: 6600 New Albany-Condit Road, New Albany, OH 43054

Parcel Number (s): 222-000640-00

DESCRIPTION VERIFIED

BRAD FOSTER, P.E., P.S.

BY: MB

DATE: Oct 21, 2024



DESCRIPTION VERIFIED

BRAD FOSTER, P.E., P.S.

fasante

10/18/2024 7:53:30 AM

*Submitted via Digital Format



AFFIDAVIT OF FACTS

I, Aaron L. Underhill, in my capacity as attorney for the applicant listed on the zoning application pertaining to 605 Neighborhood Office I-PUD Zoning District, being first duly sworn, do hereby state and depose the following:

That accompanying this affidavit is a list of all property owners located within two hundred (200) feet of the parcel(s) that are the subject of the application and their addresses as appearing on the Franklin County Auditor's current tax list; and

That said list is based solely on the records of the Office of the Auditor of Franklin County, Ohio, as provided on its website on or about the date of this affidavit.

Further Affiant sayeth not.

By: 
Aaron L. Underhill
Attorney, Underhill & Hodge LLC

STATE OF OHIO
COUNTY OF FRANKLIN SS.

The foregoing instrument was acknowledged before me on the 16th day of September, 2025, by Aaron L. Underhill, who acknowledged the foregoing signature to be his voluntary act and deed.



Justin M. Fox
Attorney At Law
Notary Public, State of Ohio
My Commission Does Not Expire
Sec. 147.03 R.C.


Notary Public
My Commission Expires: _____

APPLICANTS:

PROPERTY OWNERS:

RIDDLE ROBERT
7435 BEVELHYMER RD
NEW ALBANY OH 43054

ATTORNEY:

AARON UNDERHILL
UNDERHILL AND HODGE LLC
8000 WALTON PKWY, SUITE 120
NEW ALBANY, OH 43054

**SURROUNDING PROPERTY
OWNERS:**

GRAY STEVE
6601 NEW ALBANY CONDIT RD
NEW ALBANY OH 43054

URDANETA HENDER G
8005 BUTTERWORTH GREEN DR
NEW ALBANY OH 43054

JEFFERS DANIEL R
6588 NEW ALBANY CONDIT RD
NEW ALBANY OH 43054

DAVENPORT MARK
6576 NEW ALBANY CONDIT RD
NEW ALBANY OH 43054

WINDSOR HOMEOWNERS
ASSOCIATION INC
5550 BLAZER PKWY STE 175
DUBLIN OH 43017

SY AISSATOU OULEYE
6627 NEW ALBANY CONDIT RD
NEW ALBANY OH 43054

ECKL DAVID T
7931 SCARBOROUGH HALL DR
NEW ALBANY OH 43054

HOWE JENNIFER L
496 MILFORD AVE
NEW ALBANY OH 43054

THFM LLC
6627 NEW ALBANY CONDIT RD
NEW ALBANY OH 43054

SAMSON GEORGE D
7939 SCARBOROUGH HALL DR
NEW ALBANY OH 43054



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New Albany, Ohio 43054

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September 16, 2025

Mr. Chris Christian
Planning Manager
City of New Albany
99 W. Main Street
New Albany, Ohio 43054

**RE: School Impact of Zoning of 1.116+/- Acres Located at 6600 New Albany-Condit Road
New Albany, Ohio**

Dear Chris:

The applicant, Rob Riddle, owns 1.116+/- acres of real property (the “Property”) located to the south of and adjacent to State Route 161 and to the east of and adjacent to New Albany-Condit Road. This letter accompanies an application to rezone the Property from the UCC, Urban Center Code subdistrict Rural Residential classification to an Infill Planned Unit Development, I-PUD designation. The site is located in the New Albany Plain Local School District and currently contains a home being used for residential purposes as well as two accessory structures.

The proposed zoning seeks to implement standards and requirements for the Property to allow the existing home to be converted to a neighborhood office use, with plans to operate a real estate office there. The larger of the two existing accessory structures also will be repurposed from storage space to professional office use as well. In the longer term, the zoning will allow for the possible redevelopment of the Property with a more traditional neighborhood office building and related improvements.

The current zoning of the Property allows for residential uses with a minimum lot area of 20,000 square feet, which could yield two homes since the real estate consists of 1.116 acres. The rezoning will allow for the existing home to be remodeled for office uses and will eliminate the possibility of residential occupancy. Also, it will eliminate the possibility of a second home being constructed on the Property as permitted under the current zoning. The conversion of use rights from residential to office will provide an obvious benefit to the school district by eliminating any occupancy by students that would bring costs to the district to educate.

The applicant is pleased to bring forth this application and looks forward to working with the City. Please let me know if you have any questions.

Sincerely,

Aaron L. Underhill
Attorney for the Applicant

605 NEIGHBORHOOD OFFICE DISTRICT
INFILL PLANNED DEVELOPMENT (I-PUD)

DEVELOPMENT STANDARDS TEXT

October 3, 2025

I. Summary: The property which is the subject of this text consists of 1.116+/- acres known as Franklin County Auditor parcel number 222-000640. It is located to the east of and adjacent to New Albany-Condit Road and to the south of and adjacent to State Route 161. An existing home consisting of approximately 1,516 square feet of gross floor area is located within the western portion of the site, and an accessory structure containing approximately 3,000 square feet of gross floor area is located within the eastern portion of the property. A second accessory structure is located between them and will be removed from the site following approval of this rezoning. The home is currently being leased as a residence and the accessory structure is being used for storage. A paved access drive and unpaved parking areas also exist on the site. This application is to facilitate updates of the home (including, without limitation, the conversion of the garage in the home to occupiable office space) and the accessory structure in order to allow them to be used as professional office space and related uses and to provide for paving and striping of parking areas. Anticipated initial uses of the property following this rezoning are office spaces for realtors and a title company. In the longer term, the applicant desires to allow for the redevelopment of the site with a new office building. The short and long term modifications to the site are intended to bring it in closer alignment with the goals of the Urban Center Code's design standards and the existing and planned future character of the Village Center.

The property is presently zoned under the Urban Center Code's Rural Residential subdistrict. The permitted uses in that sub-district include residential located within a "large detached structure", parkland and open space, and the following non-residential uses located within a "campus" setting: convalescent/congregate care centers, general and special hospital and clinics, day care centers, government facilities, educational facilities, and religious uses. Given the property's adjacency to the State Route 161 expressway and the planned construction of a sound barrier wall within the highway's right-of-way running parallel to the property's northern boundary line, the site is not attractive for development of a new large detached home. Given the small amount of acreage on the property, it would not amount to significant open space nor does it lend itself to development of a "campus-like" setting.

Office uses are much more appropriate and practical along the edge of the highway. In the immediate future, the repurposing of the home will enhance aesthetics and provide a modest economic development opportunity for the City. As plans for the sound barrier advance and once it is eventually constructed, the property then can be evaluated as to its availability for the development of a more robust office building. This rezoning seeks to position the property for both scenarios. A preliminary development plan for the immediate use of and updates to the subject property has been filed along with this text. A conceptual and non-binding site plan also accompanies the application to demonstrate one possible option for the complete redevelopment of the property at some point in the future, to provide some context.

II. Development Standards - Generally: Unless otherwise specified in the submitted drawings or in this written text, the standards and requirements of the City's Urban Center Code shall apply to this zoning district. In the event of a conflict between this text or the submitted drawings and a specific provision of the provision of the Codified Ordinances, this text and/or the drawings shall govern.

III. Uses:

A. Permitted uses in this zoning district shall include the following. A single use or multiple permitted uses may be operated at any time.

1. Administrative and business offices not carrying on retail trade with the public and having no stock of goods maintained for sale to customers such as (but not necessarily limited to):

- a. Real estate sales and associated services.
- b. Insurance agents and brokers and associated services.
- c. Professional, legal, engineering and architectural services.
- d. Accounting, auditing and other bookkeeping services.
- e. Brokers and dealers in securities, investments and associated services, not including commercial banks and savings institutions.

2. Organizations and associations organized on a profit or non-profit basis for promotion of membership interests, including:

- a. Business associations.
- b. Professional membership organizations.
- c. Civic, social and fraternal organizations.
- d. Charitable organizations.

3. Storage within the existing accessory building on the property, limited to materials and equipment associated with another permitted use in this zoning district.

IV. Lot and Setback Commitments:

A. Minimum Parcel Size and Frontage: A lot or parcel within this zoning district shall be a minimum of 1.0 acre in size and shall have a minimum of 100 feet of frontage on a public street.

B. New Albany-Condit Road: There shall be a minimum pavement and building setback of 15 feet as measured from the right-of-way of New Albany-Condit Road, provided, however, that if a new building is constructed in the zoning district which exceeds 25 feet in height it shall be subject to a minimum building setback of 30 feet.

C. State Route 161: There shall be a minimum pavement and building setback of 5 feet from the right-of-way of State Route 161.

D. Other Perimeter Boundaries: There shall be a minimum pavement setback of 15 feet and a minimum building setback of 50 feet from the eastern (rear) boundary line of the zoning district. There shall be a minimum pavement and building setback of 5 feet from the southern (side) boundary line of the zoning district, except that if a new building is constructed, it shall have a minimum building setback of 50 feet from that boundary line. Pavement for the driveway that will serve the existing structures that are to remain on the property initially may encroach into the southern boundary line setback up to 2.5 feet.

E. Lot Coverage: There shall be a maximum lot coverage of 80%.

V. Access, Loading, Parking and Other Traffic Commitments

A. Parking and Loading: A minimum of 33 vehicular parking spaces shall be provided to serve the existing structures on the west and east sides of the property that will remain. All parking spaces shall be located to the rear of a line running along the rear of the existing home structure and extending north and south to the side perimeter boundary lines of the zoning district. One loading space shall be provided along the northern portion of the existing accessory building that is to remain. Vehicular parking and loading for a new building shall be provided per Section 1167 of the Codified Ordinances unless otherwise approved as part of a final development plan.

B. Vehicular Access: Vehicular access to the zoning district shall be provided from one full movement access point on New Albany-Condit Road in its existing location. Should a new building be proposed for construction, then a traffic access study, traffic impact study, or some variation thereof may be required by the City Engineer to be provided as part of a final development plan application that includes the proposed new building, unless otherwise waived by the City Engineer.

C. Pedestrian Access: An existing pedestrian path exists along a portion of this zoning district which is located to the north of the existing vehicular access point. The extension of this path southward is inhibited by existing grade. The City has identified this section of State Route 605 as an important pedestrian and vehicular connection that establishes a gateway into the Village Center. Due to the existing right-of-way and topographical constraints along this roadway, the City is in the process of starting a roadway and connectivity plan that will guide future roadway and pedestrian improvements along State Route 605. Once this roadway and connectivity plan is complete, the property owner shall pay a fee in lieu of the construction of an

extension of the path at such time as the City Manager or their designee deems it to be appropriate. The fee in lieu amount shall be approved by City Council.

D. Rights-of-Way: No additional right-of-way shall be required to be dedicated along New Albany-Condit Road or State Route 161.

E. Loading and Service Areas: Loading and service areas shall be fully screened from off-site view of property adjacent to the zoning district to the south and east by the use of buildings, walls, fences, and/or landscaping.

VI. Architectural Standards:

A. Application of Urban Center Code: Except as otherwise set forth in this text, for any new buildings to be constructed in this zoning district, architecture and building forms shall be reviewed using the standards provided in the Urban Center Code. New buildings shall be designed using one of the following building typologies under the Urban Center Code, provided that additional typologies may be utilized if approved in accordance with Urban Center Code Section 2.2: Classic Commercial, Traditional Commercial, Urban Commercial, Courtyard, and Lined. Notwithstanding the foregoing, the remodeling and updates of existing buildings that are to remain on the property shall be completed generally in accordance with the images and drawings which accompany the preliminary development plan application, and more specifically in accordance with the images, drawings, and specifications in an approved final development plan.

B. Height: Maximum building height (as measured per the Codified Ordinances) shall not exceed 35 feet. Existing buildings are permitted to be one story in height, and newly constructed buildings shall be 1.5 to 3 stories in height.

C. Pavement: Driveways and parking areas shall be asphalt, brick, stone, or simulated stone.

D. Materials: Building façade materials shall be wood, brick, or Hardie board.

E. Windows: The existing buildings may retain their existing windows and shutters.

VII. Buffering, Landscaping, and Screening Commitments

A. Street Trees: Deciduous street trees shall be planted within the right-of-way along New Albany-Condit Road. Trees shall be spaced at an average distance of 30 feet on center. Street trees shall not obstruct site distance or signage, subject to staff approval. As an alternative to installing the street trees, the developer may pay the City a fee in lieu that is equal to the amount of trees required to be planted. This fee in lieu shall be approved by City staff.

B. New Fencing: A new fence shall be installed along the southern boundary line of the property. The fence shall not exceed 6 feet in height and shall have a design and specifications as approved in a final development plan application.

C. Screening of Parking: Any surface parking areas adjacent to New Albany-Condit Road or the south or east boundary lines of the zoning district shall be screened from the right-of-way or from adjacent property with a minimum of a 3.5-foot-tall continuous planting hedge, fence, or wall or any combination of the foregoing. Height shall be measured from the adjacent parking area. No such screening shall be required where existing trees instead provide adequate screening.

D. Minimum Tree Sizes.

<u>Tree</u>	<u>Perimeter Minimum Tree Size</u>	<u>Parking Lot Minimum Tree Size</u>
Ornamental Tree	2" Caliper	2" Caliper
Deciduous Shade Trees	2 ½" Caliper	2 ½" Caliper
Evergreen Trees	6' – 8' tall	4' tall

E. Interior Landscaping. Parking lot landscaping shall be provided as generally illustrated in the preliminary development plan and as more particularly set forth in an approved final development plan. Should the redevelopment of the site occur such that a new office building is constructed, the applicant shall present a revised plan for parking lot landscaping as part of a final development plan.

F. Mechanical Equipment: Any external mechanical equipment shall be screened at ground level from all adjacent public streets and from properties which are outside of but adjacent to this zoning district with materials that are similar to or the same as used on the majority of the relevant building or with fencing and/or landscaping. Complete screening of all roof-mounted equipment from perimeter property boundary lines and adjacent properties shall be required on all four sides of buildings with materials that are consistent and harmonious with the building's façade and character. Such screening shall be provided in order to screen the equipment from off-site view and to buffer sound generated by such equipment.

G. Service Areas and Dumpsters: All service areas (including, without limitation, loading docks) and dumpsters shall be fully screened from all public roads and from adjacent properties located outside of this zoning district at ground level with walls, fencing, or landscaping. Existing trees may be used to provide this screening where appropriate. Walls shall be of the same materials used on the building walls and shall be complemented with landscaping. Exterior storage of materials, supplies, equipment, or products is prohibited.

VIII. Lighting:

A. Street Lighting: No new street lighting shall be required along the perimeter rights-of-way adjacent to this zoning district.

B. Parking Lots and Driveways: Parking lot lighting shall not be required to serve the existing structures which will remain on the property. Parking lot lighting shall be required in association with the construction of a new building on the site. When installed, such lighting shall include cut-off type fixtures and shall be down cast so as not to have off-site light spillage. Lighting along private drives internal to this zoning district (if any) shall be presented for review and approval as part of a final development plan. Light poles within this zoning district shall be black or New Albany green and constructed of metal. Parking lot lighting shall not exceed 18 feet in height. Parking lot lighting shall be from a controlled source in order to eliminate light spillage beyond the boundaries of the site.

C. Ground-Mounted Lighting: Landscape uplighting from a concealed source shall not be permitted. Any ground lighting that is permitted shall be shielded and landscaped.

D. Prohibited Lighting: No permanent colored lights or neon lights shall be used on the exterior of any building.

E. Consistent Appearance: Exterior lighting fixtures shall be similar in appearance on each structure. Uplighting of buildings is prohibited.

F. Other Requirements: All other lighting on the site shall be in accordance with the City's Codified Ordinances.

IX. Graphics and Signage Commitment

A. Locations: A wall sign shall be permitted on the front façade of the home that is being converted to office use and shall identify the user within that structure. This sign shall comply with the requirements of the Codified Ordinances for wall signage on a structure located in the Historic Core or the Village Core of the Village Center. In addition, a single post sign shall be permitted to identify the user of the accessory building that is to remain on the site if that user is different from the user occupying the converted home. It shall comply with the requirements in the Codified Ordinances for this type of sign if it were located in the Historic Core or the Village Core of the Village Center, except that it shall have a maximum sign area of 12 square feet per side. The post sign shall be set back at least 5 feet from the right-of-way of New Albany-Condit Road and at least 5 feet from any side property line of the zoning district. For any new building, permitted sign types and specifications shall be based on the building typology that is constructed pursuant to the Urban Center Code.

B. Specifications: Permitted sizes, designs, colors, shapes, and other specifications for ground and building signs shall be in accordance with the Codified Ordinances.

C. Illumination: Internally illuminated wall-mounted and ground-mounted signage shall be prohibited.

D. Prohibited Signs: No signs shall be painted directly on the surface of the building, wall or fence. Temporary or permanent interior window advertisements are prohibited.

X. General Matters:

B. Review Procedures:

1. Rezoning: The rezoning procedures of Codified Ordinances Chapters 1111, 1157, and 1159 shall apply to this zoning district.

2. Final Development Plans: The initial final development plan application for this zoning district and a final development plan for any redevelopment of the zoning district shall be reviewed by the City's Architectural Review Board (ARB) prior to being presented for review by the Planning Commission (PC). For purposes of this subsection, a "redevelopment" of the zoning district shall be deemed to any proposal which provides for the complete demolition of the structure which is being converted from a home to office use and the replacement of the same with at least one new structure. The ARB shall provide a recommendation of approval, approval with conditions, or disapproval of a final development plan application to the Planning Commission using the same review criteria for a final development plan application as is required to be applied by the Planning Commission pursuant to relevant provisions of the Codified Ordinances. The Planning Commission shall be the decision-making body as to the approval, approval with conditions, or disapproval of each final development plan application in accordance with the requirements of the Codified Ordinances.

3. Other Modifications: Site modifications proposed outside of an initial final development plan application for this zoning district or a final development plan for any redevelopment of the zoning district shall be subject to certificate of appropriateness review under Codified Ordinances Section 1157.07.

4. Demolition: At the time of approval of the preliminary development plan, there are three existing structures on the site. A certificate of appropriateness to allow for the demolition of accessory structures may be reviewed and approved by city staff and shall not require Architectural Review Board approval. Demolition of the existing home that is being converted to office use requires a certificate of appropriateness to be issued by the Architectural Review Board who shall review the application in accordance with the standards found in Codified Ordinances Section 1157.10.

B. Appeals:

1. Taking of Appeals: Appeals to the Board of Zoning Appeals concerning interpretation or administration of the text or the underlying zoning ordinance by the Zoning Officer or any other administrative official may be taken by any person aggrieved, including a tenant, or by a governmental officer, department, board, or bureau. Such appeal shall be taken within twenty days after the date of the decision by filing a notice of appeal specifying the grounds thereof with the officer from whom the appeal is taken and the Board of Zoning Appeals.

2. Imminent Peril: An appeal shall stay all proceedings in furtherance of the action appealed from, unless the Zoning Officer certifies to the Board of Zoning Appeals, after notice of appeal shall have been filed with him, that by reason of facts stated in the application a stay would, in his opinion, cause imminent peril to life or property. In such case, the proceeding shall not be stayed other than by a restraining order which may, on due cause shown, be granted by the Board of Zoning Appeals, after notice to the Zoning Officer or by judicial proceedings.

C. Waivers:

1. Deviations from development standards in this text or in the Codified Ordinances, as part of a final development plan application, are subject to the waiver process as described in city code. The consideration of a waiver request shall be deemed to constitute an administrative proceeding. The Planning Commission shall be the decision-making body as to the approval, approval with conditions, or disapproval of each waiver application in accordance with the requirements of this text that are associated with a final development plan. In considering a request for a waiver, the Planning Commission shall conduct a public meeting in conjunction with the application.

2. Deviations from development standards in this text or in the Codified Ordinances, as part of a certificate of appropriateness application, are subject to the waiver process as described in city code. The consideration of a waiver request shall be deemed to constitute an administrative proceeding, The Architectural Review Board shall be the decision-making body as to the approval, approval with conditions, or disapproval of each waiver application in accordance with the requirements of this text that are associated with a certificate of appropriateness application. In considering a request for a waiver, the Architectural Review Board shall conduct a public meeting in conjunction with the application.



6600 NEW ALBANY CONDIT RD
NEW ALBANY, OH 43054



Ohio Utilities Protection Service
Call 811
before you dig

ID: I:\Project\2025\250029\Drawing\XBase.dwg - August 26, 2025 @ 6:44pm - © 2025

6600 NEW ALBANY CONDIT RD

NEW ALBANY, OH, 43054

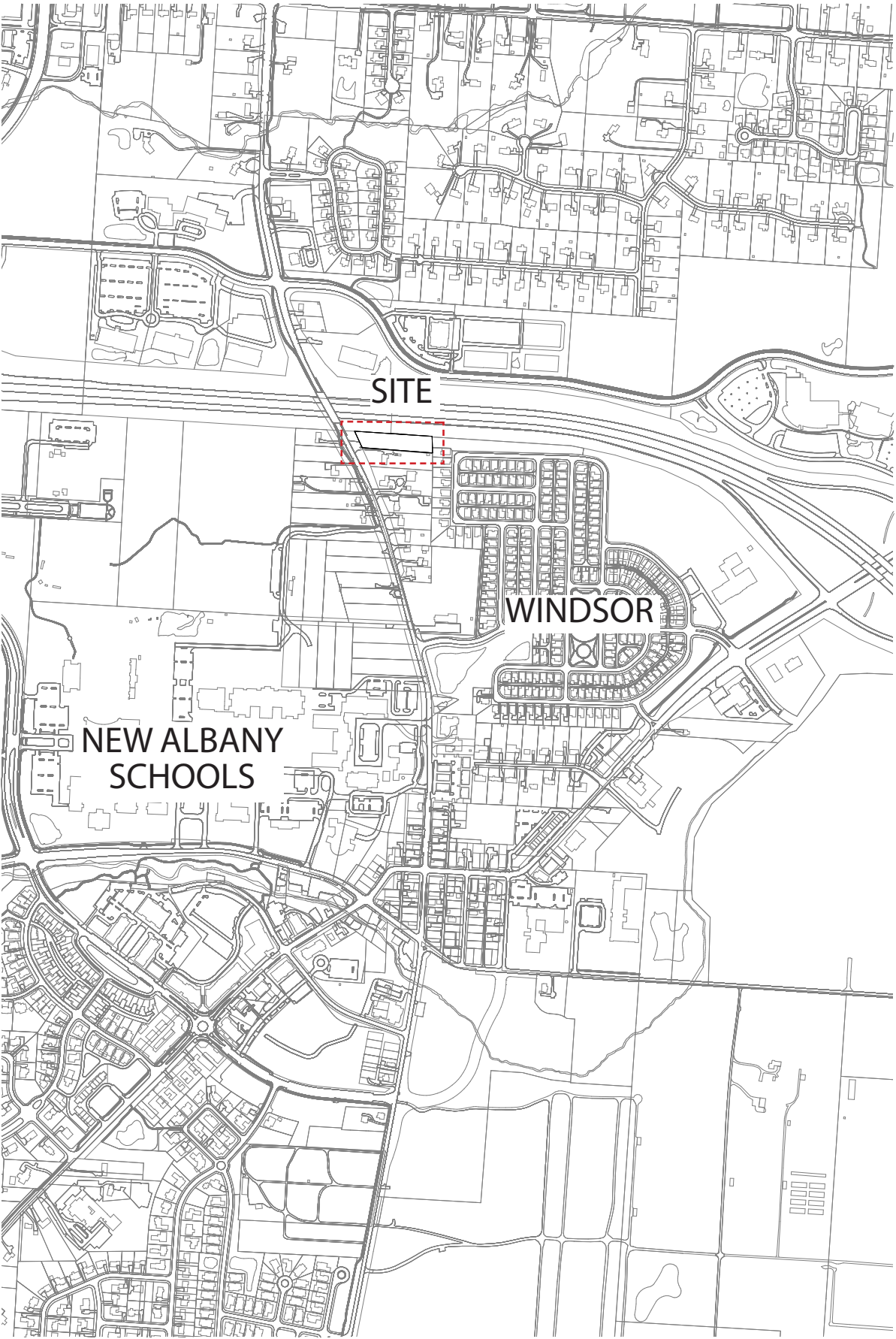
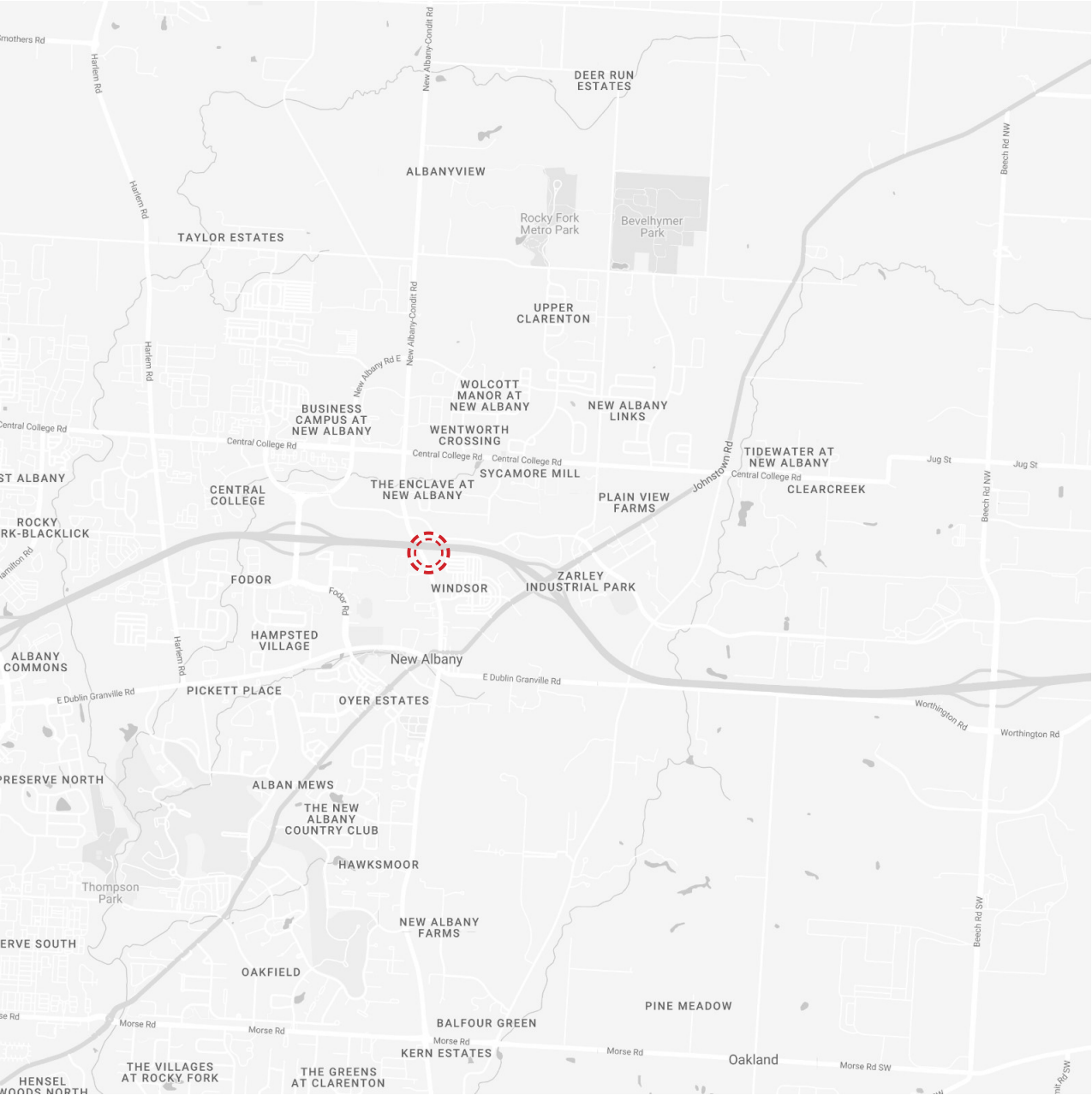
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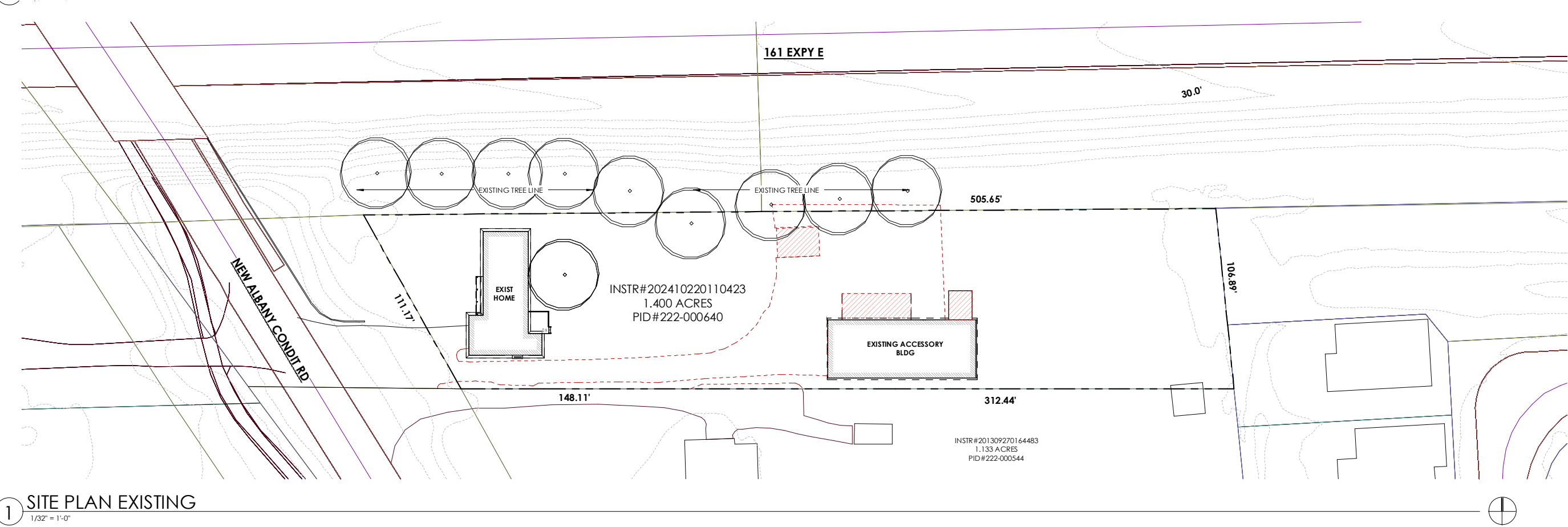
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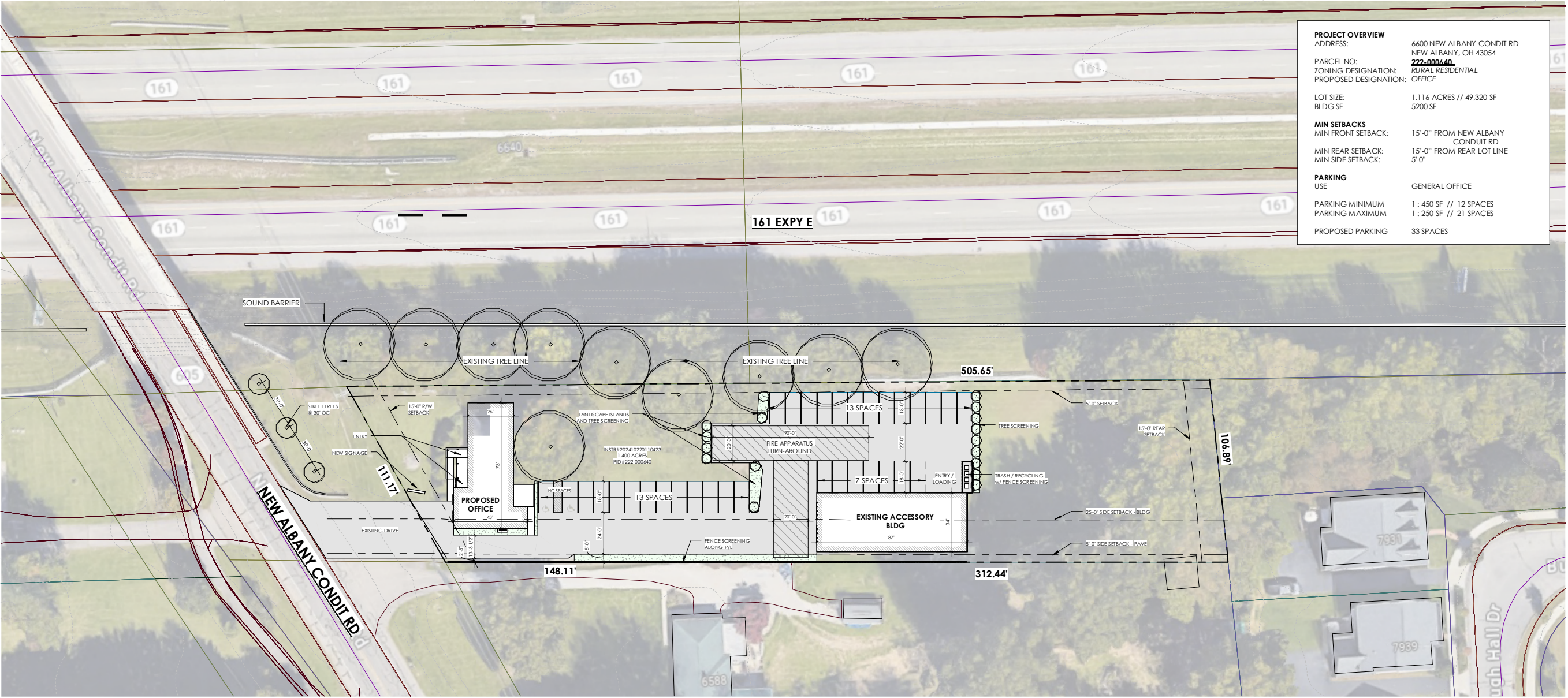
LOCATION MAP



EXISTING SITE PLAN



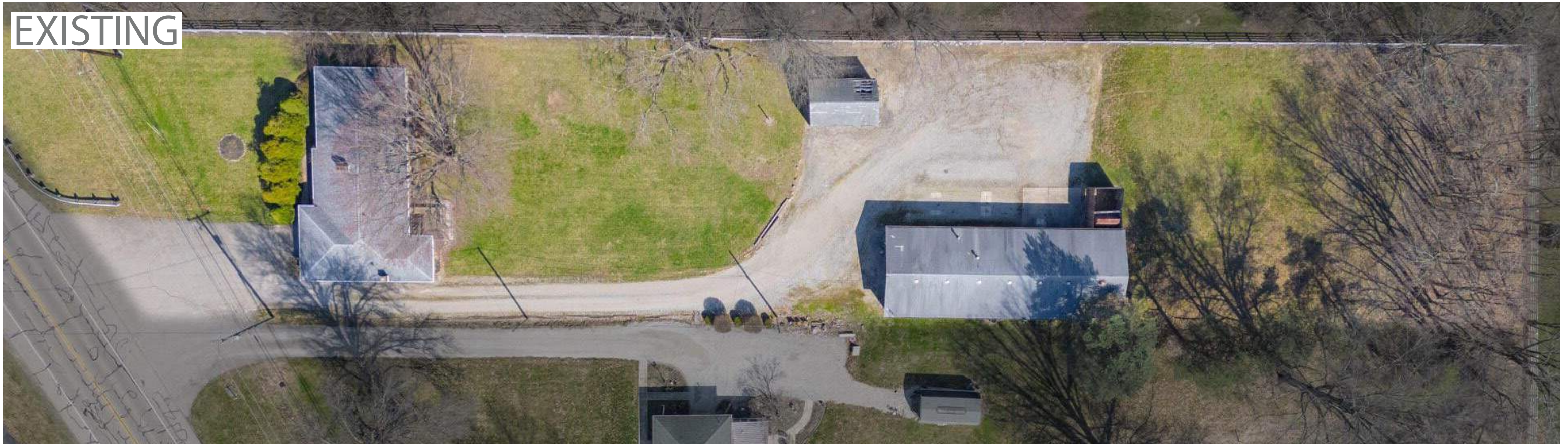
PROPOSED SITE PLAN



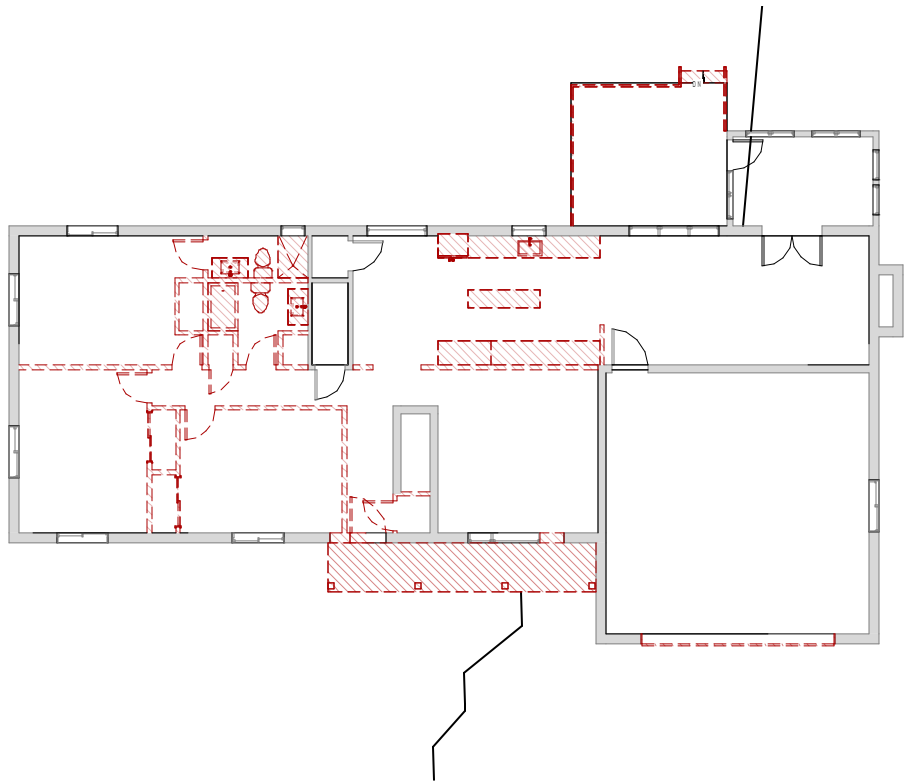
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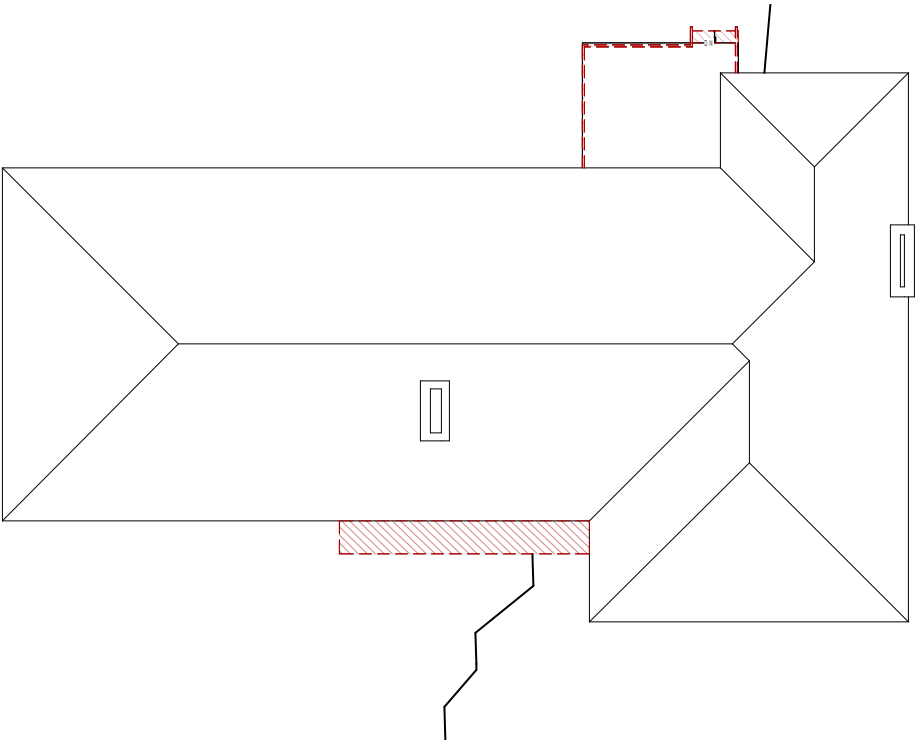
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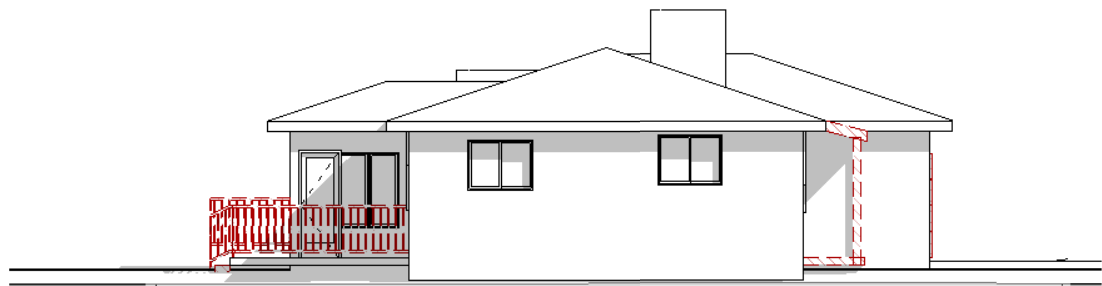


1 FIRST FLOOR EXISTING
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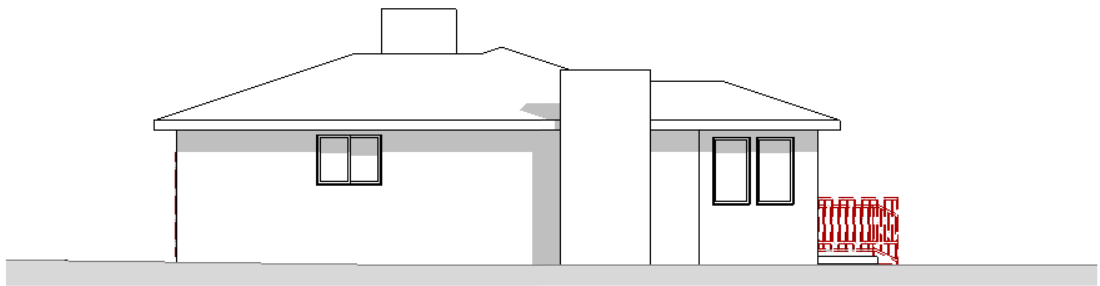


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1/8" = 1'-0"

EXISTING



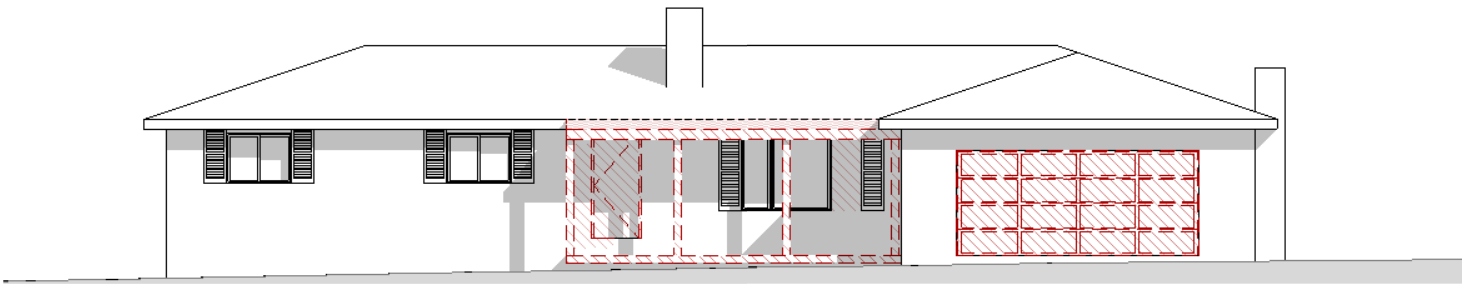
EX (LEFT) SIDE ELEVATION
1/8" = 1'-0"



EX (RIGHT) SIDE ELEVATION
1/8" = 1'-0"

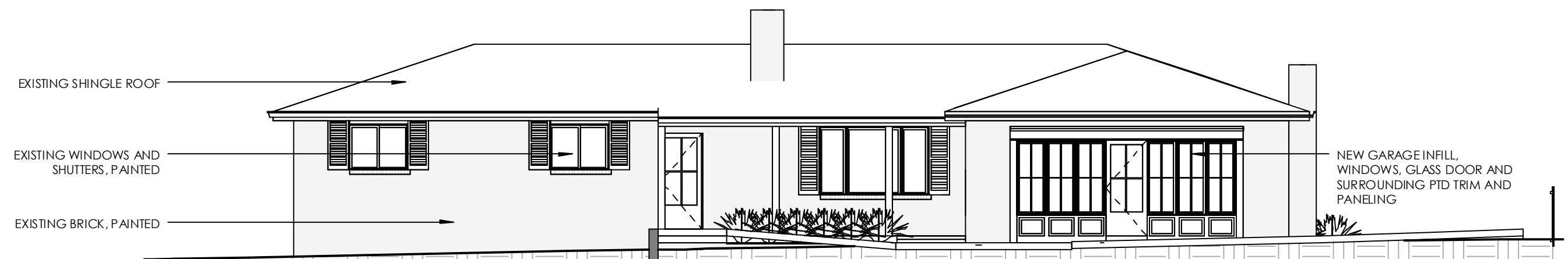


EX REAR ELEVATION
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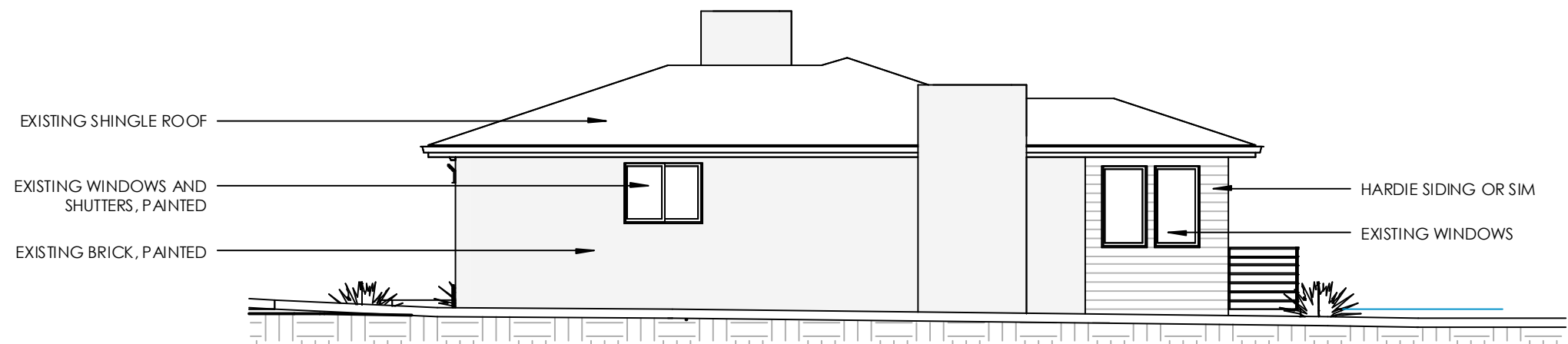
EX FRONT ELEVATION
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PROPOSED



FRONT ELEVATION

1/8" = 1'-0"



SIDE (RIGHT) ELEVATION

1/8" = 1'-0"

PROPOSED

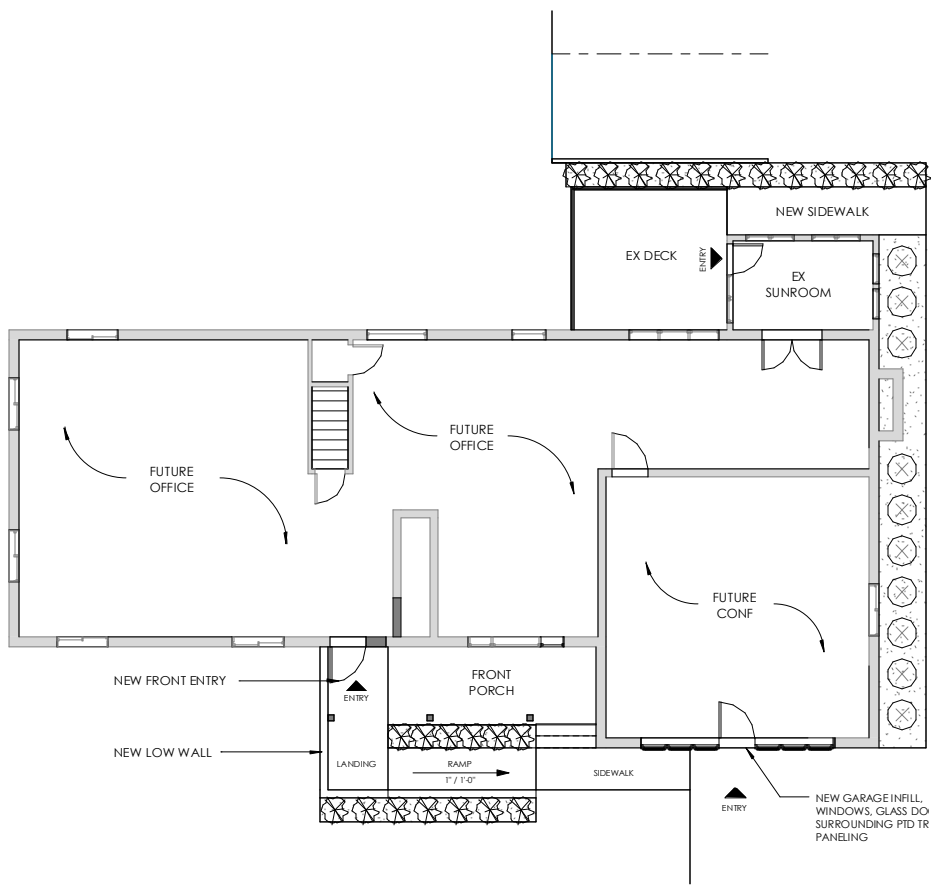


SIDE (LEFT) ELEVATION
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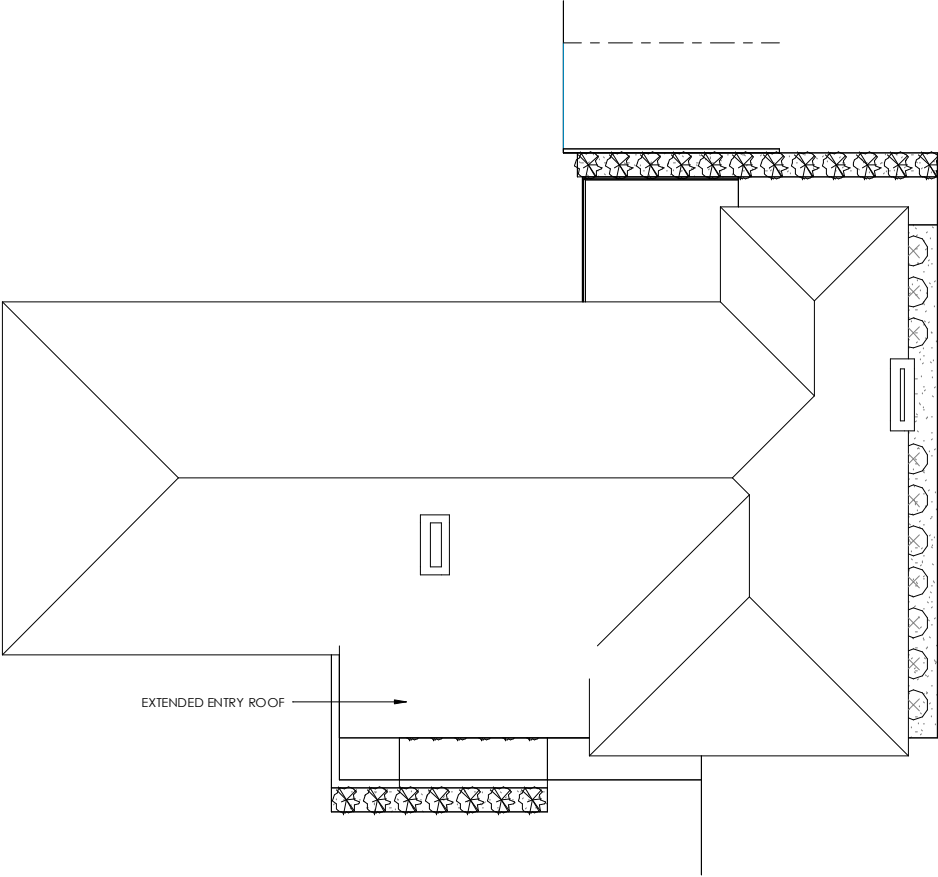


REAR ELEVATION
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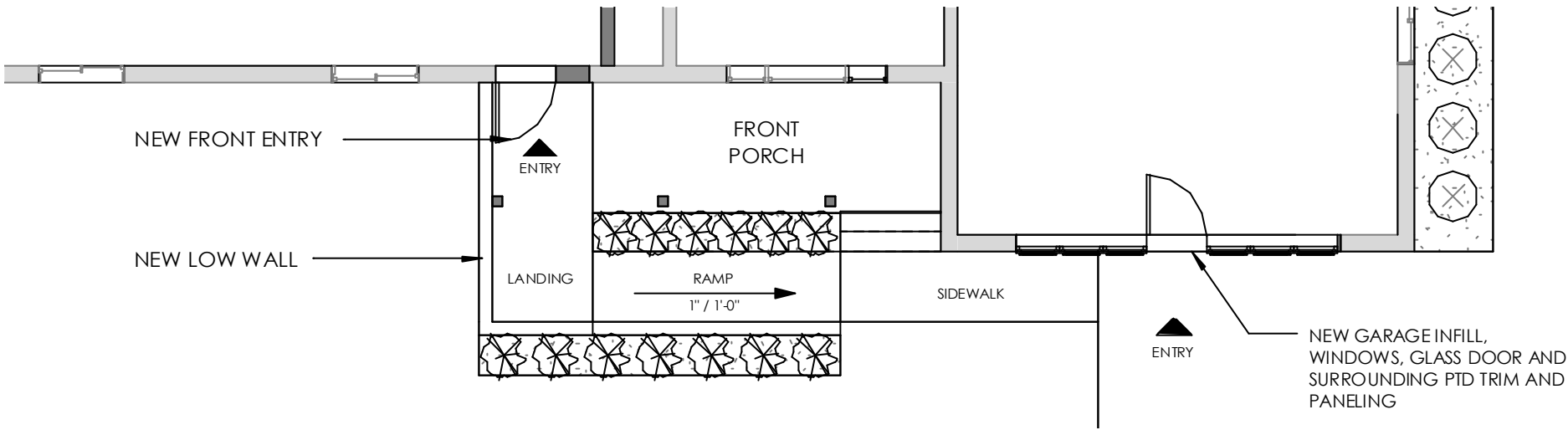
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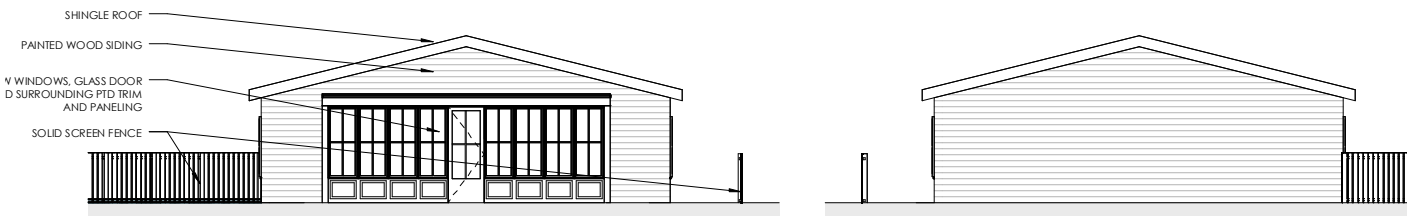
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1/8" = 1'-0"



2 ROOF PLAN PROPOSED
1/8" = 1'-0"

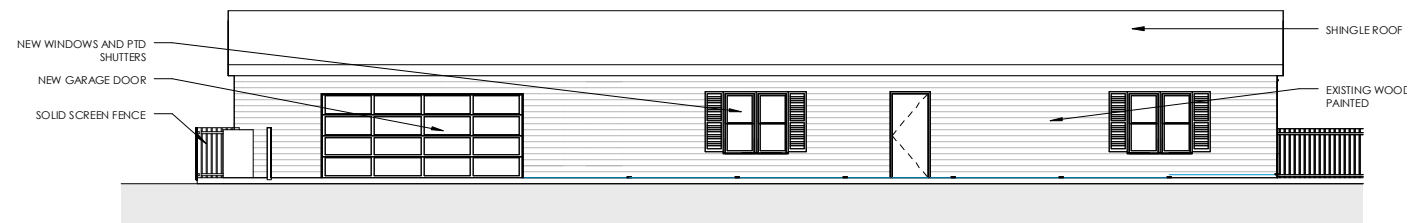


PROPOSED



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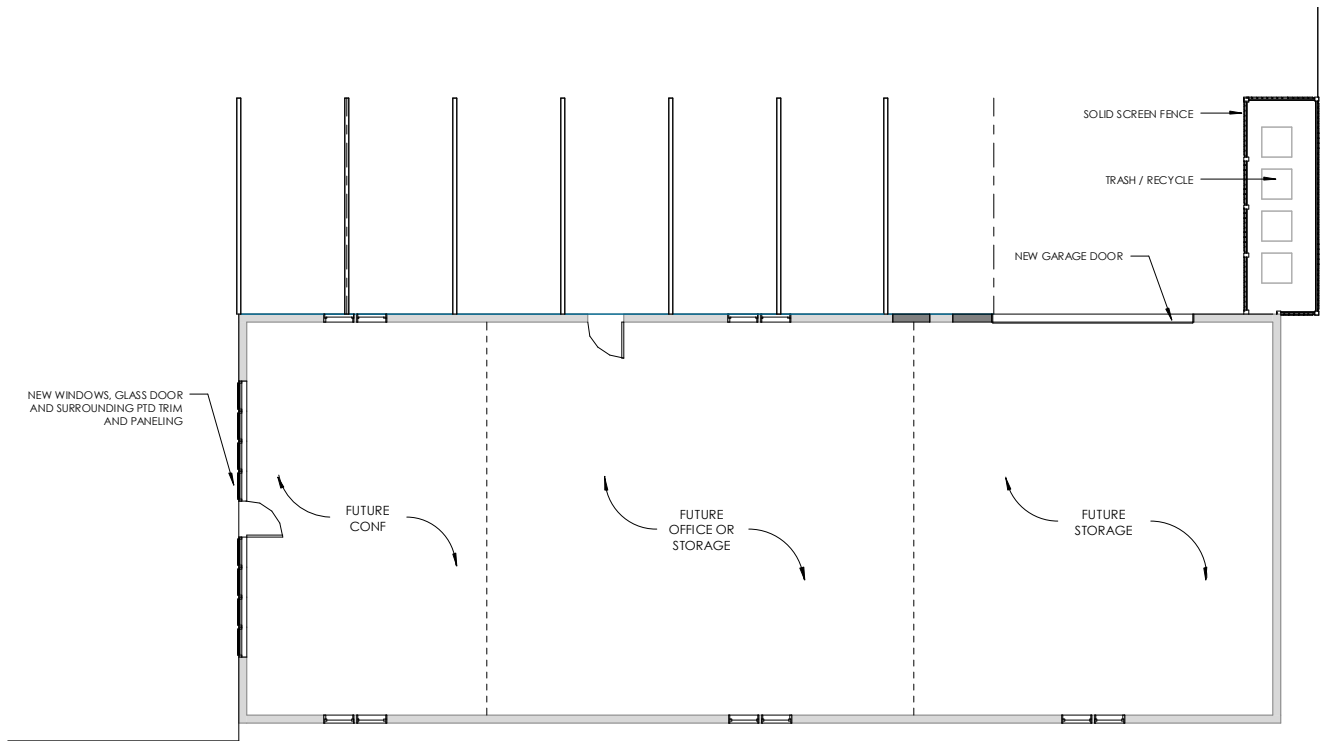
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4 ACC BLDG ELEV 2
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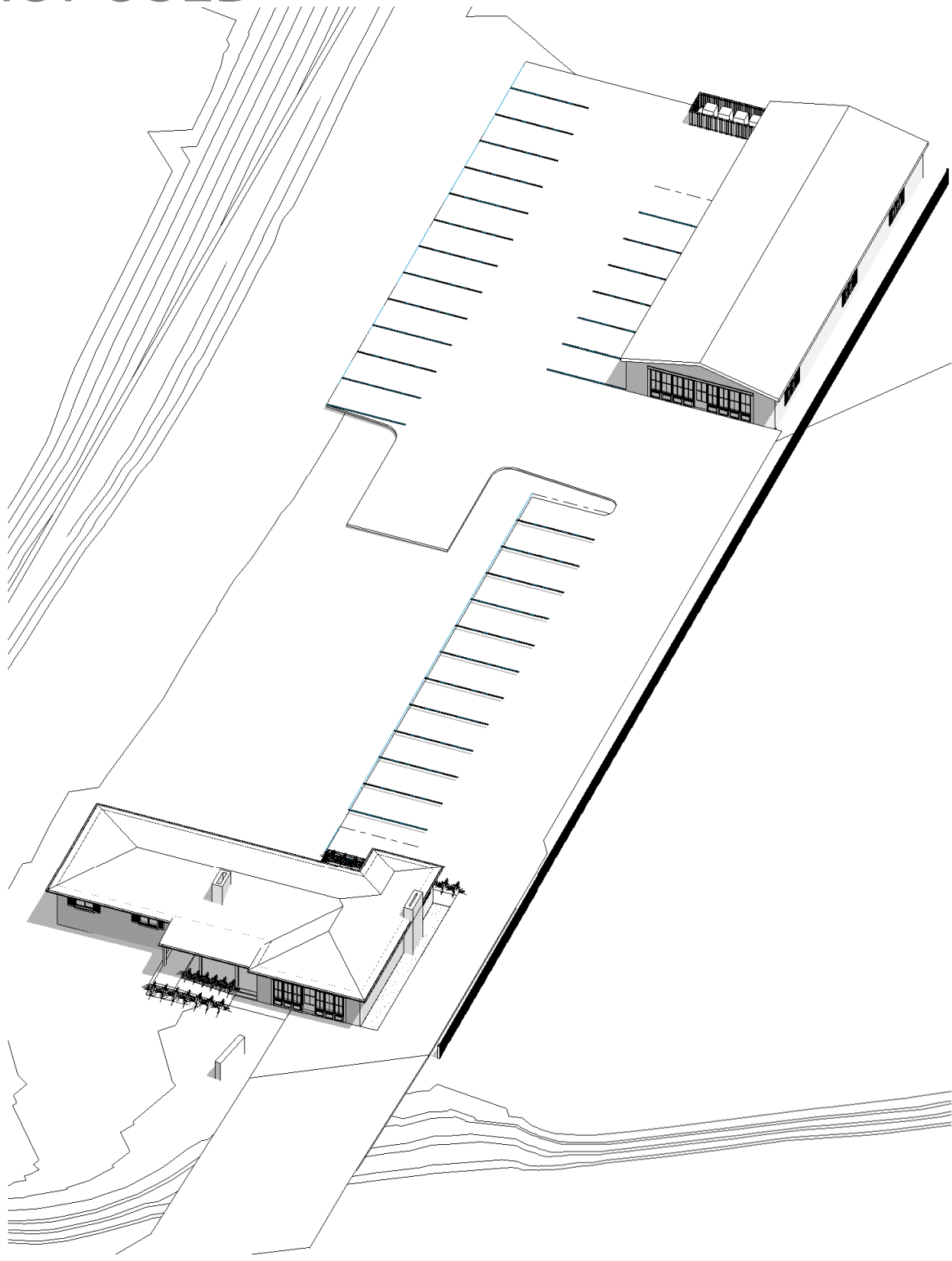


3 ACC BLDG ELEV 3
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1 ACCESSORY BLDG PLAN
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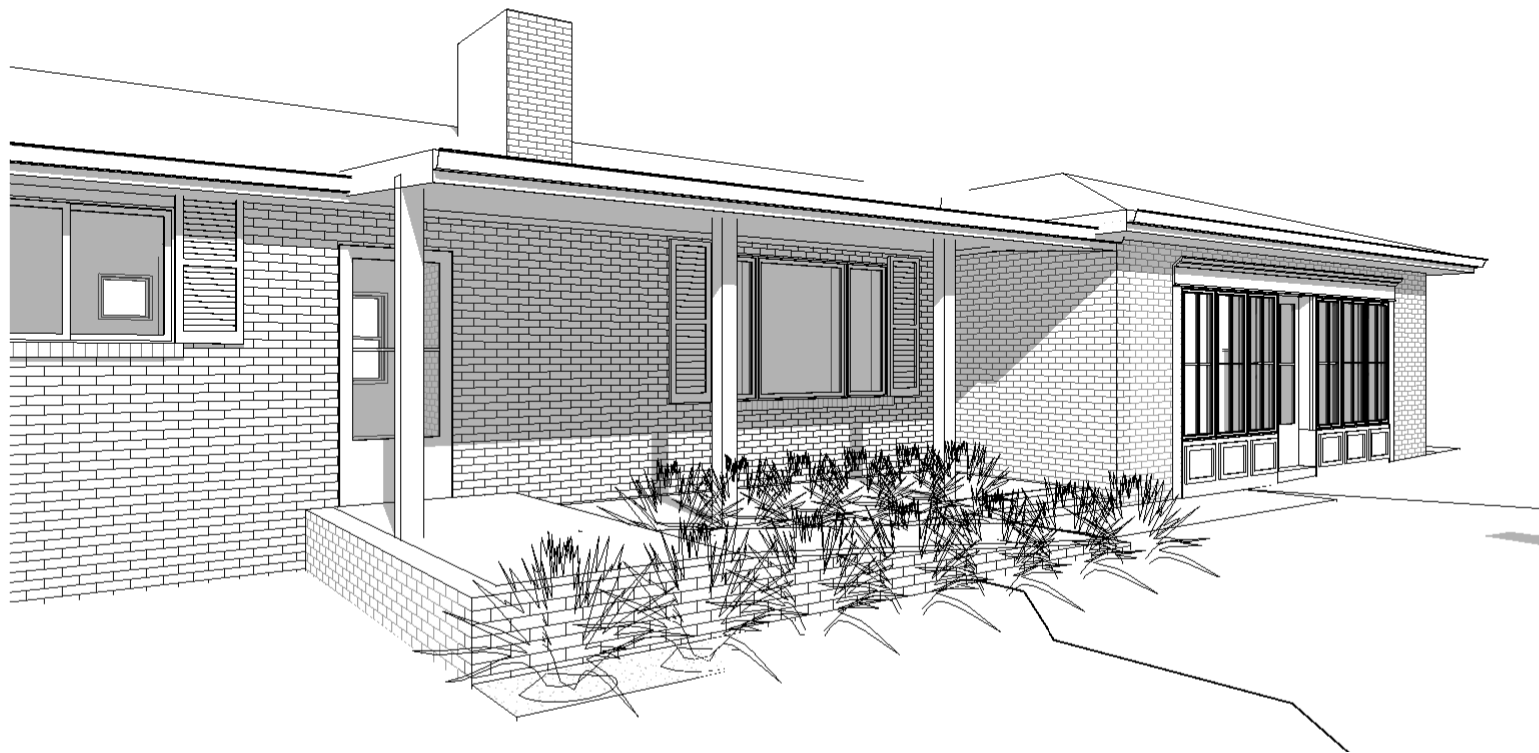
PROPOSED



2 ROOF AXON



1 PERSPECTIVE 1



4 PERSPECTIVE 2

