



New Albany Architectural Review Board
Monday, February 09, 2026 Meeting Minutes - Approved

I. Call to order

The New Albany Architectural Review Board held a regular meeting on Monday, February 9, 2026 in the New Albany Village Hall. Chair Hinson called the meeting to order at 7:02 p.m. and asked to hear the roll.

Those answering the roll:

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

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

Staff members present: Planning Manager Christian, Planner II Saumenig, Deputy Clerk Madriguera.

II. Action on minutes: January 12, 2026

Chair Hinson asked if there were any corrections to the minutes.

Hearing none, Board Member Iten moved for approval of the January 12, 2026 minutes. Board Member Moore seconded the motion.

Upon roll call: Mr. Iten yes, Ms. Moore yes, Mr. Davie yes, Mr. Hinson yes, Mr. Brown yes. Having five yes votes, the motion passed and the January 12, 2026 minutes were approved as submitted.

IV. Additions or corrections to the agenda

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

Planner II Saumenig answered none from staff.

Chair Hinson administered the oath to all present who planned to address the 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 and only case on the agenda and asked to hear the staff report.

VI. Cases:

ZC-80-2025 Fire Station COA

Certificate of Appropriateness to allow for a proposed fire station on 6.350+/- acres of land generally located at the northwest intersection of State Route 605 and New Albany Road East (Parcel ID: portion of 222-005258).

Applicant: Schorr Architects c/o Nathan Gammella
Presented by Sierra Saumenig

Planner II Saumenig delivered the staff report.

Board Member Iten asked staff to display the prior elevations that included the structure with the bus garage. He wanted to confirm the differences.

Chair Hinson remarked that it was a lovely improvement and was grateful that the applicant implemented the board's comments such as putting in a water table and putting in evenly spaced windows. He asked to hear from the applicant.

Applicant and Architect for the project Nathan Gamella of Schorr Architects, 230 Bradenton Avenue, thanked Planner II Saumenig. He noted the revisions that were made in response to the board's prior remarks, and the city architect's comments.

Board Member Iten remarked that the north elevation did not have any windows and as such was not appealing. He stated that, for this reason the architecture was not four-sided and was completely undecorated. He asked what could be done to remedy this condition.

Board Member Davie noted that the north elevation does not front the road and as such is not visible.

Mr. Gamella explained that the north side of the structure contained the home space/bunked area. The design team worked hard to satisfy the four-sided architecture requirement and to meet budget requirements. They wanted to make the space feel like a home, and to provide plenty of storage. Firefighters will need to be able to sleep and respond to emergencies as well as possible.

Board Member Iten remarked that if the building were brick he would request a faux window, and asked again what could be done.

Board Member Moore said that the different projections on the building created interest. The side of the building is less important than the front.

Mr. Gamella responded that the side was not a good place to put a fake window. It was not represented anywhere else.

Board Member Davie asked whether there was a second level in the center portion. He commented that the four different roof levels felt like too many, particularly if it was only a foot or two.

Mr. Gamella responded yes, there was a mezzanine with an equipment portion and a training space. He explained the reasoning for using different roof levels, to accommodate the apparatus bay.

Board Member Brown remarked that he thinks it is a great design, he further pointed out the areas where he disagreed with the city architect.

Chair Hinson asked whether there was additional landscaping to the north.

Mr. Gamella answered that there was, and explained the existing and planned landscaping and screening of the north. There was no way the neighbors to the north could see the north elevation.

Board Member Iten referenced the line drawings of the elevations and the blank space and lack of symmetry. He also asked Board Member Davie whether he was concerned about the lack of windows on the north. He remarked that he would defer to Board Member Davie on the lack of fenestration on the north elevation.

Board Member Davie responded that he was not too concerned because it is sleeping room, and because it was not visible. He then pointed out the difference between the door height and window height on the west elevation. He recommended that the heights should match.

Mr. Gamella agreed to the condition and remarked that the door would go up or the window would go down.

Board Member Iten remarked he would like that.

There was further discussion of the height of the door.

Chair Hinson asked for further questions from the board.

Hearing none, Chair Hinson opened the public hearing.

Hearing no comments from the public Chair Hinson moved for approval of the certificate of appropriateness based on the findings in the staff report with the conditions in the staff report and the following additional condition:

10. The door height on the west elevation matches the height of the windows.

Vice Chair Iten seconded the motion.

Upon roll call: Mr. Hinson yes, Mr. Iten yes, Mr. Brown yes, Ms. Moore yes, Mr. Davie yes. Having all votes in favor, the motion passed, and the certificate of appropriateness was granted.

The board thanked staff and the applicant and wished them good luck.

VII. Other business

1. Organizational Meeting

Vice Chair Iten nominated Alan Hinson to be the Chair of the New Albany Architectural Review Board for 2026. Secretary Brown seconded the motion. Upon roll call: Mr. Iten yes, Mr. Brown yes, Ms. Moore yes, Mr. Hinson yes, Mr. Davie yes. Having five yes votes, the motion passed and **Mr. Hinson was elected Chair of the New Albany Architectural Review Board.**

Chair Hinson nominated Jon Iten to be Vice Chair of the New Albany Architectural Review Board for 2026. Mr. Davie seconded the motion. Upon roll call: Mr. Iten yes, Mr. Brown yes, Ms. Moore yes, Mr. Hinson yes, Mr. Davie yes. Having five yes votes, the motion passed and **Mr. Iten was 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 for 2026. Ms. Moore seconded the motion. Upon roll call: Mr. Iten yes, Mr. Brown yes, Ms. Moore yes, Mr. Hinson yes, Mr. Davie yes. Having five yes votes, the motion passed and **Mr. Brown was elected Secretary of the New Albany Architectural Review Board.**

Chair Hinson moved to establish 7:00 p.m. on the second Monday of the month in the New Albany Village Hall as the time, date, and location of the meetings. Mr. Brown seconded the motion. Upon roll call: Mr. Hinson yes, Mr. Brown yes, Ms. Moore yes, Mr. Iten yes, Mr. Davie yes. Having five votes, the motion passed and 7:00 p.m. on the second Monday of the month in the New Albany Village Hall was established as the time, date, and location of the meetings.

VIII. Poll members for comment

Chair Hinson polled the members for comment.

Vice Chair Iten noted that, as always, it was a pleasure to serve with this board. He further remarked that this was a very good version of this board.

Secretary Brown agreed and added that this was very good civic duty. All agreed and wished each other a good evening.

IX. Adjourn

Having no further business and having completed their agenda, Vice Chair Iten moved to adjourn the meeting. Board Member Moore seconded the motion. Upon roll call: Mr. Iten yes, Ms. More, Mr. Hinson yes, Mr. Brown yes, Mr. Hinson yes. Thereupon the motion passed and the meeting was adjourned at 7:29 p.m.

Submitted by: Deputy Clerk Madriguera, Esq.

Appendix

ZC-80-2025 COA

Staff Report

Record of Action



**Architectural Review Board Staff Report
February 9, 2026 Meeting**

**PLAIN TOWNSHIP FIRE STATION
CERTIFICATE OF APPROPRIATENESS**

LOCATION: Generally located at the northwest intersection of State Route 605 and New Albany Road East (Parcel ID: portion of 222-005258)
REQUEST: Certificate of Appropriateness
ZONING: North City Business Limited General Employment (L-GE) to Community Facilities (CF)
STRATEGIC PLAN: Employment Center
APPLICATION: ZC-80-2025
APPLICANT: Schorr Architects c/o Nathan Gammella

Review based on: Application materials received on December 1, 2025

Staff report completed by Sierra Saumenig, Planner II

I. REQUEST AND BACKGROUND

The applicant requests a Certificate of Appropriateness for a new fire station which will serve as a substation for the Plain Township Fire Department. Although the existing parcel comprises approximately 12.72 acres, the applicant intends to split the property and develop only the 6.350-acre portion.

The application was heard at the Rocky Fork-Blacklick Accord meeting on December 18, 2025, and the board recommended approval.

The proposed rezoning was heard at the Planning Commission meeting on January 21, 2026, and the board recommended approval with conditions. Condition #9 listed in the *Action* section of this report was added at the Planning Commission meeting.

Per Section 8 of the New Albany Design Guidelines and Requirements, civic and institutional facilities must submit a development plan for review by the Architectural Review Board.

II. SITE DESCRIPTION & USE

The overall site is 12.72+/- acres and the applicant intends to split the lot. The proposed fire station would be developed on 6.350 acres. The site is generally located at the northwest intersection of State Route 605/New Albany-Condit Road and New Albany Road East. The site is currently vacant but includes a gas easement that runs through the site. Surrounding uses include the Nottingham subdivision to the north and office/commercial uses to the east, west, and south.

III. EVALUATION

Architectural Review Board Review Criteria: Section 8(III)(1) of the Design Guidelines and Requirements (DGRs) requires civic and institutional projects to have a development plan submit for review by the Architectural Review Board. The Board should evaluate its site design, building locations, building form and massing information, and palette of design elements, including exterior materials, window and door design, colors, and ornamentation.

A. Certificate of Appropriateness

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

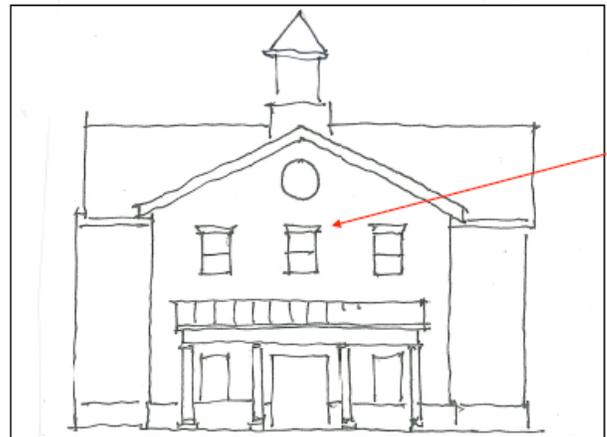
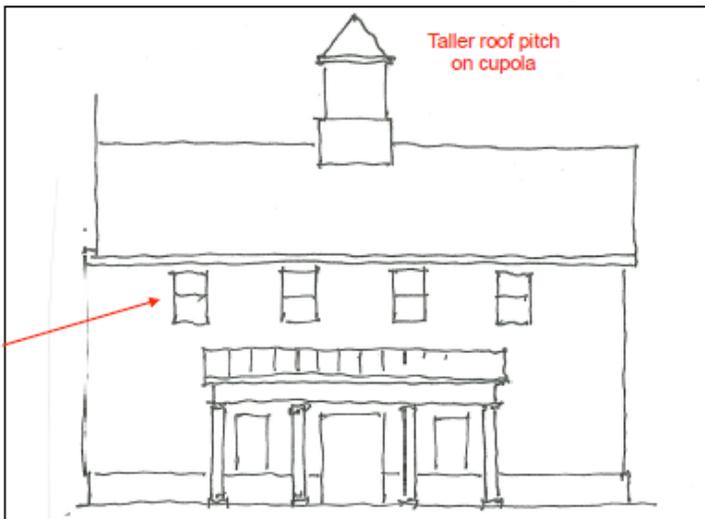
1. *The compliance of the application with the Design Guidelines and Requirements and Codified Ordinances.*
 - The applicant proposes to construct a new 9,125 sq. ft. fire station that will service Plain Township and New Albany.
 - The Rocky Fork-Blacklick Accord plan identifies the Walnut Street and State Route 605 area as a likely location for a future fire station, which aligns with the site proposal.
 - Although the existing parcel comprises approximately 12.72 acres, the applicant intends to split the property and develop only the 6.350-acre portion. Staff recommends a condition of approval that the lot split occur prior to the rezoning going into effect (condition #1).
 - The zoning text requires the following setbacks:

Standard	Permitted	Proposed
Front Yards:	The front yard setback shall not be less than the largest required front yard setback for any adjacent zoning district.	New Albany-Condit Road: 250 feet which is not less than any adjacent zoning district.
Side and Rear Yard	50’	Side Yard: 50’ (south side) Side Yard: 71’ (north side) Rear Yard: 280’
Driveway	10’	50’
Parking Area	50’	71’

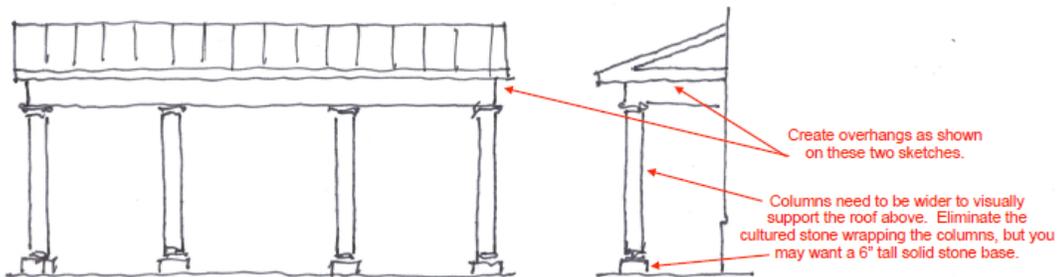
- The existing zoning text requires a minimum pavement and building setback of 125’ which the proposed development is exceeding.
- Requirements set forth in Section 8 of the Design Guidelines and Requirements apply to this site and the applicant has agreed to meet the requirements of the existing zoning text.
- 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. Public recreational structures may be appropriately designed using vernacular forms as inspiration, such as a historic barn.
 - The applicant proposes a barn style building including steel wall panels and a stone water table.
 - The existing zoning text states buildings shall be no more than 65 feet and the proposed fire station is 39 feet in height, thus meeting this requirement.
- 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 main entrance of the fire station is oriented towards New Albany-Condit Road.
- Section 8(III.4) of the Design Guidelines & Requirements (DGRS) states 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 windowpanes. 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 building features a varied roof design, vertically proportioned windowpanes, and well-balanced doors integrated into the building facades.
- The zoning text requires complete screening of elements such as meter boxes, utility conduits, etc. The plan shows ground equipment screened behind the proposed fire station.
- The zoning text requires complete screening of all roof-mounted equipment on all four sides of the building using materials that are consistent and harmonious with the building's façade and character. It does not appear there is rooftop equipment proposed on the building.
- The city architect has reviewed the proposed development and has the following comments below. Staff recommends a condition of approval that the city architect comments are addressed subject to staff approval (condition #2).
 - The two-story gable at the main entry appears inconsistent with the overall front façade. The City Architect recommends removing the gable and redistributing the windows to achieve a more balanced and cohesive design. If the gable is retained, a centered second-story window will be required, as illustrated below.
 - Provide a taller roof pitch on cupola.



- Create overhangs as shown on the sketch below
- Columns should be wider to visually support the roof above. Eliminate cultured stone wrapping the columns and use a 6' tall solid stone base.
- Align neck of columns.



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

- Maximum lot coverage under the existing zoning text is 75 percent. The proposed development proposes only 18.8 percent building and pavement coverage, which is well below and substantially exceeds the requirement for compliance.
- Parking Lot Landscaping requirement:
 - The Codified Ordinance 1171.06(a)(3) requires one tree per 10 parking spaces. The applicant proposes 20 parking spaces thereby requiring two trees. The plan meets this requirement by providing two trees.
- Parking lots shall be screened from rights-of-way with a minimum 36-inch-high evergreen landscape hedge or wall. The landscape plan meets this requirement with the proposed 36-inch-high evergreen landscape hedge.
- General Site Landscaping Requirement:
 - Codified Ordinance 1171(5)(e) requires parking lots over 50,000 square feet to have a minimum of one tree per 5,000 square feet of ground coverage and a total tree planting equal to 25 inch tree trunk size for every 4,000 square feet of ground coverage. The applicant states that the internal ground coverage is 52,035 sq. ft. requiring 11 trees at 25.5” total caliber (CAL). This requirement is met.
- Street Tree Landscaping Requirement:
 - The existing zoning text requires 4 trees per lineal feet along New Albany-Condit Road. The applicant is providing a total of 5 trees at the southeast corner of the site. Due to site safety, these are proposed to be planted in a naturalized way. No trees are proposed within the gas easement.
- The New Albany Business Park Research and Information Campus Landscape Design Guidelines and the existing zoning text require plantings and mounding along New Albany-Condit Road however, the applicant is requesting no mounding due to safety and sight reasons. Additionally, the applicant is requesting that the required plantings be relocated to the north side of the property.
 - Both the landscape guidelines and the zoning text provide flexibility regarding mounding and landscaping. Given that this site will function as a fire station, eliminating mounding is appropriate to ensure clear visibility for drivers and to allow emergency vehicles to safely and efficiently exit the site. However, the proposed planting plan is not showing the relocation of the plantings. Staff recommends a condition of approval that the applicant show the relocated plantings in the northwest corner subject to staff approval (condition #3)
- Codified Ordinance 1171.08 states that basins should have a natural shape and are no steeper than 6:1. The applicant is proposing a naturalized basin and is meeting the slope requirement.
- The zoning text requires a stream corridor protection zone to be provided along the northern property line, and the applicant is showing this on the site plans indicating no development within the zone.
- The City Landscape Architect reviewed the proposed development and had no further comments on the revised plans.

Lighting

- The applicant has submitted a photometric plan and the site has zero or near zero foot candles at the property lines.
- The applicant submitted lighting specification sheets; however, the proposed height of the parking lot light poles is not clearly identified. The fixtures are proposed to be downcast, which complies with code requirements. Staff recommends a condition of approval requiring that all light poles not exceed 30

feet in height and be constructed of metal with a black or New Albany Green finish (Condition #4).

Vehicular and Pedestrian circulation:

- The site is accessed from one proposed curb cut along New Albany-Condit Road.
- A leisure path along New Albany-Condit Road is required and the applicant is showing that on the site plan. Due to an existing ditch on the north side of the property, the leisure path is proposed to go around the ditch and that is shown on the plans.
- The applicant is proposing a pedestrian connection from the leisure trail into the site.
- A four-rail horse fence is required to be installed, and it is shown on the renderings but not on the site plan. Staff recommends a condition of approval that the proposed horse fence is shown on the site plan (condition #5).
- The city's codified ordinance does not indicate required parking for fire stations and thus, the Planning Commission has discretion as to how many parking spaces are sufficient for this use. The applicant has provided justification in the narrative statement included in the application packet. The Planning Commission approved the number of spaces at their January 21, 2026 hearing.
- The existing zoning text states that there shall be dedicated right-of-way for New Albany-Condit Road to the city for a distance of 50 feet measured from the centerline. Easements shall be required to be granted prior to the issuance of a building permit in this zoning district adjacent to public street rights-of-way at a distance necessary to accommodate city street capital improvement projects when insufficient right-of-way exists to accommodate these improvements. The applicant is showing the 50' right-of-way however, staff recommends a condition of approval that the applicant show the required easement, once the necessary dimension is determined during the engineering permit process (condition #6).
- The site required a traffic access study and the applicant completed this. Staff recommends a condition of approval that the requirements of the traffic access study are met (condition #7).

Signage

- No signage is proposed at this time. Per the text all signage shall meet the standards set forth in Codified Ordinance 1169 (City Sign Code). Staff recommends a condition of approval that signage be evaluated and subject to staff approval (condition #8).
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
 - The site is vacant and the area that is environmentally sensitive will not be developed on.
 4. *All buildings, structures and sites shall be recognized as products of their own time.*
 - The applicant has designed the new building in a way that is appropriate to the area and meets the architectural requirements in the DGR's.
 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. The applicant has achieved a thoughtful design that breaks up blank walls and is visually appealing.
 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. ENGINEER'S COMMENTS

The City Engineer has reviewed the referenced plan in accordance with the engineering related requirements of Code Section 1159.07(b)(3) and had no further comments aside from the Traffic Access Study comments in Section C of this report.

V. SUMMARY

The proposed Plain Township Fire Station is a critical piece of public safety infrastructure. Fire stations provide essential emergency services, facilitate rapid response times, and support the health, safety, and welfare of both existing and future development. Because this facility will serve both Plain Township and the City, the proposed location is well suited to provide efficient access for both jurisdictions. Furthermore, the Accord plan identifies the Walnut Street and State Route 605 area as a likely location for a future fire station, which aligns with the site proposal.

The site has been thoughtfully designed, with a layout that accommodates operational needs while preserving a substantial amount of green space. The proposed development meets or exceeds nearly all applicable setbacks and other requirements, demonstrating a high level of compliance with zoning standards. The primary building entrance is oriented toward the main roadway, reinforcing its civic presence, and incorporates architectural elements that enhance visibility and contribute positively to the streetscape. Overall, the proposed development and site design are consistent with applicable requirements and supports the delivery of essential public services.

IV. ACTION

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

Suggested Motion for ZC-80-2025:

Move to approve Certificate of Appropriateness application ZC-80-2026 with the following conditions:

1. That the lot split occur prior to the effective date of the rezoning.
2. That the applicant meets the revisions from the City Architect.
3. The applicant show the relocated plantings in the northwest corner subject to staff approval.
4. All light poles to not exceed 30 feet in height and be constructed of metal with a black or New Albany Green finish
5. The proposed horse fence is shown on the site plan.
6. The applicant shows the required easement along New Albany-Condit Road, once the necessary dimension is determined during the engineering permit process
7. The requirements of the traffic access study are met.
8. Signage to be evaluated at a later date and subject to staff approval.
9. That the applicant meets the Engineering Requirements in Code Section 1159.07(b)(3).

Approximate Site Location:



Source: NearMap



Community Development Department

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

Dear Nathan Gammella, Schorr 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, February 13, 2026

The New Albany Architectural Review Board took the following action on 03/09/2026 .

Zoning Amendment

Location: 7270 NEW ALBANY CONDIT RD

Applicant: Nathan Gammella, Schorr Architects,

Application: PLZC20250080

Request: To approve

Motion: Request for a zoning change from Limited General Employment (L-GE) to Community Facilities (CF) to allow for a proposed fire station on 6.350+/- acres of land generally located at the northwest intersection of State Route 605 and New Albany Road East

Commission Vote: Motion Approval with Conditions, 5-0

Result: Zoning Amendment, PLZC20250080 was Approval with Conditions, by a vote of 5-0.

Recorded in the Official Journal this February 13, 2026

Condition(s) of Approval:

1. That the lot split occur prior to the effective date of the rezoning.
2. The proposed horse fence is shown on the site plan.
3. The applicant shows the required easement along New Albany-Condit Road.
4. The requirements of the traffic access study are met.
5. That the applicant meets the revisions from the City Architect.
6. The applicant show the relocated plantings in the northwest corner subject to staff approval.
7. Signage to be evaluated at a later date and subject to staff approval.
8. All light poles to not exceed 30 feet in height and be constructed of metal with a black or New Albany Green finish.
9. That the applicant meets the Engineering Requirements in Code Section 1159.07(b)(3).
10. The door height on the west elevation matches the height of the windows.

Staff Certification:

Sierra L Saumenig

Sierra Saumenig
Planner