



**Architectural Review Board Staff Report
July 13, 2026 Meeting**

**CIMARRON SIGNAGE
CERTIFICATE OF APPROPRIATENESS**

LOCATION: 110 and 114 East Main Street
APPLICANT: Morrison Sign c/o Shaun White
REQUEST: Certificate of Appropriateness
ZONING: New Albany Exchange I-PUD, developed under the Urban Center Code requirements
STRATEGIC PLAN: Village Center
APPLICATION: ARB-45-2026

Review based on: Application materials received June 10, 2026.

Staff report prepared by Kylie Blackburn, Planner

I. REQUEST AND BACKGROUND

The applicant requests review of a certificate of appropriateness to allow two hanging signs and a wall plaque to be installed at the New Albany Exchange for Cimarron Aesthetics. Two proposed hanging signs will be located on the Main Street elevation. The plaque sign will be installed at the rear entrance facing the parking lot.

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

II. SITE DESCRIPTION & USE

The property is zoned I-PUD (Infill Planned Unit Development) under the New Albany Exchange zoning text but was developed under the Urban Center Code requirements. The zoning text also has their own sign regulations to match those existing within the zoning text, these standards have been used to evaluate the proposed signs. The site contains the mixed-use New Albany Exchange Development, which is located within the Village Center district on the west side of E. Main Street. This location was previously the Resource Settlement Services and Julian & Associates.

III. EVALUATION

A. Certificate of Appropriateness

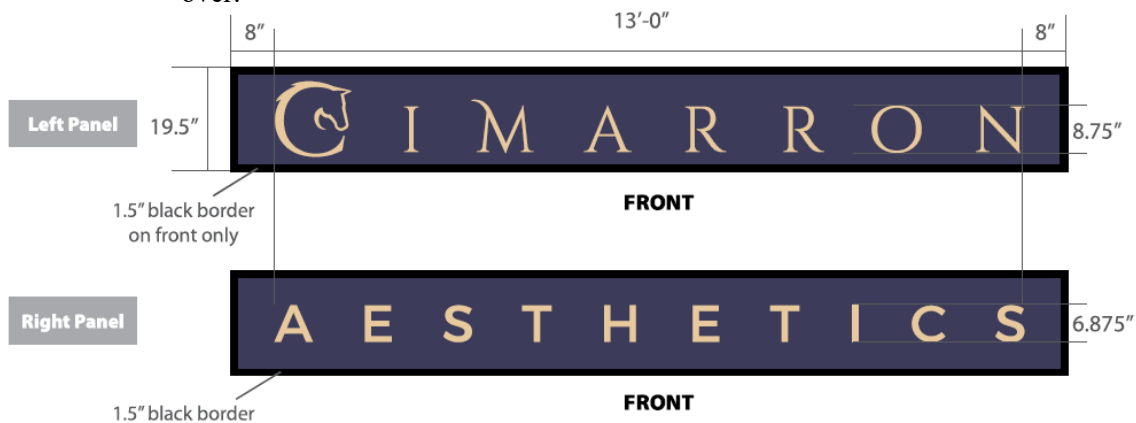
The ARB's review is pursuant to C.O. Section 1157.06. No environmental change shall be made to any property within the Village of New Albany until a Certificate of Appropriateness has been properly applied for and issued by staff or the Board. Per Section **1157.07 Design Appropriateness**, the modifications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

1. *The compliance of the application with the Design Guidelines and Requirements and Codified Ordinances.*

- Per the city's sign code chapter 1169.14(a), each building or structure in the Village Core sub-district shall be allowed three sign types. Hanging and plaque signs are permitted sign types within the Village Core sub-district.
- The applicant has submitted two sign types for the ARB to consider. Each option is evaluated below.

Cimarron Hanging Sign (2)

- New Albany Exchange's zoning text and associated sign plan, Section 4c.06, allow one primary hanging sign per building facade. C.O. Section 1169.16(d) of the sign code and the Exchange's sign plan require a sign relief of 1 inch.
- The applicant proposes two hanging signs, one over each front entrance with the following dimensions:
 - a) Sign Dimensions: 13' x 19.5" [meets code].
 - b) Locations: One sign [location meets code].
 - c) Lighting: Externally illuminated with existing gooseneck fixtures [meets code].
 - d) Material: Aluminum [meets code].
 - e) Colors: Crème letters, purple background, and black frame (total of three) [meets code].
 - f) Relief: 1.5 inches [meets code].
- One of the proposed hanging signs will read "Cimarron", and the logo is the "C" and the other will read "Aesthetics".
- The signs appear to be appropriately scaled to the storefront's size they hang over.



Cimarron Plaque Sign

- New Albany Exchange's associated sign plan allows a plaque sign to be mounted adjacent to the business entrance. C.O. Section 1169.16(d) of the sign code requires a sign relief of 1 inch.
- The applicant proposes one plaque sign with the following dimensions:
 - a) Sign Area: 13 in x 10 in (including frame) 0.90 square feet [meets code].
 - b) Location: Proposed at the back door facing the parking lot adjacent to the business entrance [location meets code].
 - c) Lighting: Externally illuminated with existing gooseneck fixture [meets code].
 - d) Lettering Height: 5.39" [meets code].
 - e) Colors: Crème letters, purple background, and black frame (total of three) [meets code].
- The proposed signs will read "Cimarron Aesthetics 110 E Main Street" with the logo above the lettering and will be located adjacent to the rear entrance.



2. *The visual and functional components of the building and its site, including but not limited to landscape design and plant materials, lighting, vehicular and pedestrian circulation, and signage.*
 - The signs appear to be appropriately located on the building. Similar hanging and plaque signs have been previously approved by the Architecture Review Board within the New Albany Exchange area and are pedestrian-scaled and provide more visual interest along the Main Street. The proposed hanging signs are located symmetrically to the storefront entrance and the existing gooseneck light fixtures. The proposed plaque sign is the same design as others on the rear of the New Albany Exchange buildings.



3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
 - The signs are positioned in a suitable location and do not block any architectural features.
4. *All buildings, structures and sites shall be recognized as products of their own time.*
 - The building is a product of its own time and should utilize signs appropriate to its scale and style while considering its surroundings. The proposed signs appear to match the style of the building.

5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
 - Not Applicable
6. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
 - Not Applicable
7. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*
 - Not Applicable

IV. SUMMARY

The proposed signs appear appropriately located and sized to fit within the design of the existing storefront tenant space entrance on the Main Street elevation of the building. The proposed signs accomplish the context and compatibility requirements of the city sign code and are consistent with sign designs used in the New Albany Exchange. The new hanging signs will be similar in size to the existing signs within the zoning text and meet the required size. The signs do not block views in or out of the building and help ensure that the tenant space is easily identifiable to pedestrians, improving mobility in the Village Center, which is an important goal of the Engage New Albany Strategic Plan for the Village Center.

V. ACTION

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

Suggested Motion for ARB-45-2026:

Move to approve Certificate of Appropriateness application ARB-45-2026 (conditions may be added).

Approximate Site Location:



Source: Near Map



Community Development Planning Application

Submission	<p>Submit planning applications and all required materials via email to planning@newalbanyohio.org</p> <p>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.</p>																										
Project Information	<p>Site Address <u>110 E Main Street, New Albany, OH 43054</u></p> <p>Parcel Numbers <u>004298, 004299</u></p> <p>Acres <u>N/A</u> # of lots created <u>N/A</u></p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">Choose Application Type</th> <th>Description of Request:</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> Appeal</td> <td rowspan="2">(2) Aluminum Exterior Cabinets - 1" acrylic dimensional copy - attached to existing hanging supports</td> </tr> <tr> <td><input checked="" type="checkbox"/> Certificate of Appropriateness</td> </tr> <tr> <td><input type="checkbox"/> Extension Request</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Variance</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Conditional Use</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Vacation</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Development Plan</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Plat</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Lot Changes</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Minor Commercial Subdivision</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Zoning Amendment (Rezoning)</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Zoning Text Modification</td> <td></td> </tr> </tbody> </table>		Choose Application Type	Description of Request:	<input type="checkbox"/> Appeal	(2) Aluminum Exterior Cabinets - 1" acrylic dimensional copy - attached to existing hanging supports	<input checked="" type="checkbox"/> Certificate of Appropriateness	<input type="checkbox"/> Extension Request		<input type="checkbox"/> Variance		<input type="checkbox"/> Conditional Use		<input type="checkbox"/> Vacation		<input type="checkbox"/> Development Plan		<input type="checkbox"/> Plat		<input type="checkbox"/> Lot Changes		<input type="checkbox"/> Minor Commercial Subdivision		<input type="checkbox"/> Zoning Amendment (Rezoning)		<input type="checkbox"/> Zoning Text Modification	
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Address																											
City, State, Zip																											
Phone Number																											
Email																											
Signature	<p>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.</p> <p>Signature of Owner <u>Matthew Hastings</u> Date: <u>06/09/2026</u> Signature of Applicant <u>Shawn White</u> Date: <u>06/09/2026</u></p>																										

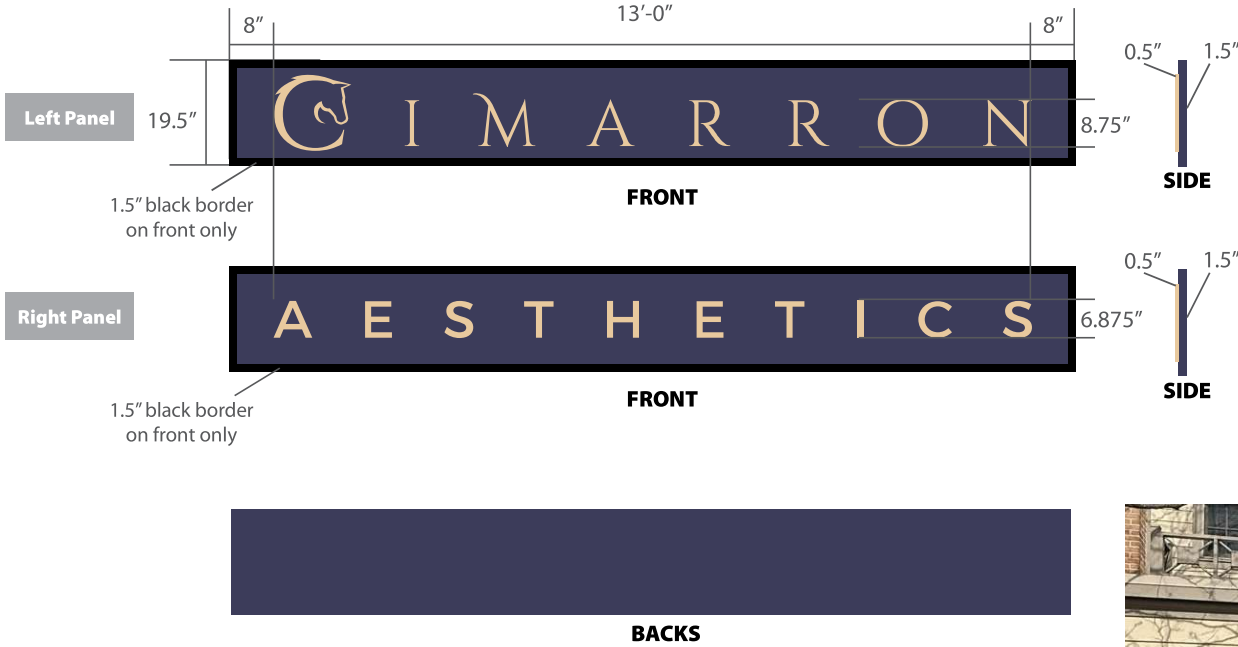
Department Address: 7815 Walton Parkway • New Albany, Ohio 43054 • Phone 614.939.2254

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

QTY (1 of each - 2 total) Metal Cabinet - 13'-0"W x 19.5"H

Aluminum cabinet painted SW 6545 Majestic Purple on front, back, and sides. 1/2" dimensional acrylic copy painted SW 6387 Compatible Cream. Black border on front only. Attached to existing hanging supports.

- SW 6545 Majestic Purple
- SW 6387 Compatible Creme
- Black



EXISTING SUPPORTS



PROPOSED



MORRISONSIGN Client: Cimarron Aesthetics

Date: 06-26-26 SP: SW



This sign is intended to be installed in accordance of article 600 of the National Electric Code and or other applicable local codes. This includes proper grounding and bonding of the sign.

Morrison will not begin production until client signature is received on proof & permitting is approved (if applicable). Client has checked that all spelling, punctuation, phone numbers, dimensions, and colors are correct prior to approval. Colors shown on proof may appear different than final product. Your signature indicates responsibility for the accuracy of this proof and any adjustments after signature is received will incur additional costs and/or delays.

AS-DRAWN APPROVAL: Client Signature: _____ Date: _____

Project: Sign Package

Drawing: 26-424 D: BW

QTY (1) Exterior Sign - 13"W x 10"H

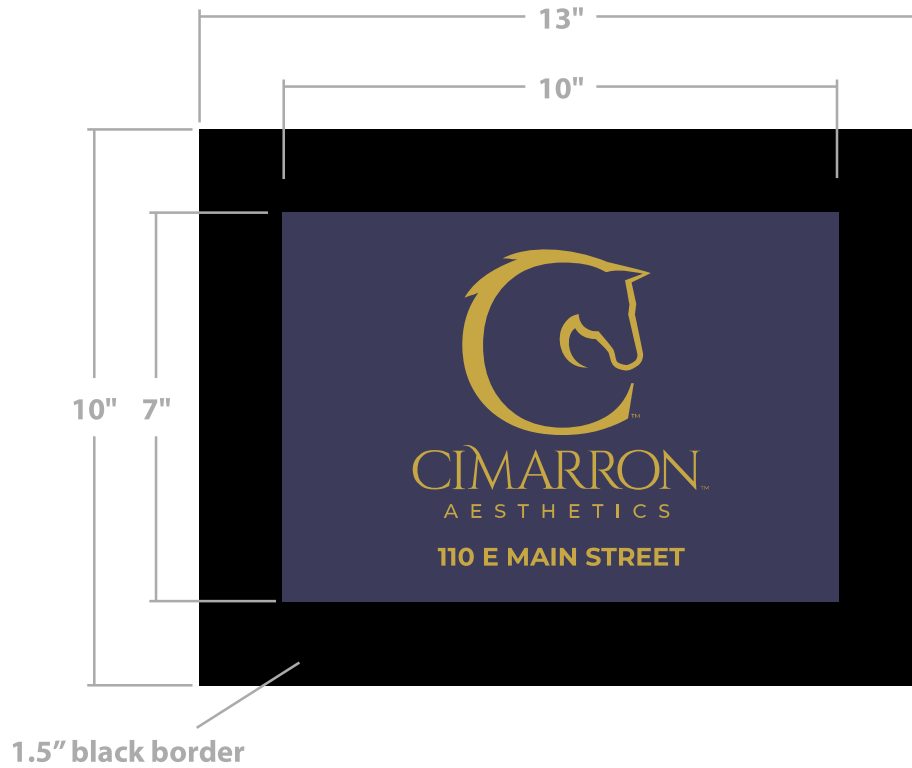
13"x10" polycarbonate painted black with 10"W x 7" metal panel painted SW 6545 with gold copy/logo.
Mounted on exterior siding.

■ SW 6545 Majestic Purple

■ Black

■ Gold

PROPOSED



MORRISON SIGN Client: Cimarron Aesthetics

Date: 06-26-26 SP: SW



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