



New Albany Architectural Review Board Meeting Agenda
Monday, October 12, 2026, 7:00 p.m.

Members of the public must attend the meeting in-person to participate and provide comment. The in-person meeting is held at New Albany Village Hall, 99 West Main Street. The meeting will be streamed for viewing purposes only via the city website at <https://newalbanyohio.org/answers/streaming-meetings/>

I. Call to order

II. Roll call

III. Action on minutes: September 14, 2026

IV. Additions or corrections to the agenda

- Administer the oath to all witnesses and applicants who plan to address the board, "Do you swear to tell the truth and nothing but the truth."

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

VI. Cases:

ARB-58-2026 11 S High St Exterior Modifications Certificate of Appropriateness
Certificate of Appropriateness to allow exterior modifications at 11 South High Street (PID: 222-000077).
Applicant: Bill Murphy

ARB-63-2026 Apollo Coffee Signage Certificate of Appropriateness
Certificate of Appropriateness for a new sign for Apollo Coffee at 45 N. High Street (PID: 222-000018).
Applicant: Jacob Rovito

ARB-64-2026 Harvest Pizza Signage Certificate of Appropriateness
Certificate of Appropriateness to allow for new signage at 24 E. Main Street (PID: 222-000043).
Applicant: Jeff Pevec

VII. Other business

VIII. Poll members for comment

IX. Adjourn



New Albany Architectural Review Board
September 14, 2026 Meeting Minutes – DRAFT

I. Call to order

The New Albany Architectural Review Board held a regular meeting on Monday September 14, 2026 in the New Albany Village Hall. Chair Hinson called the meeting to order at 7:01 p.m. and asked to hear the roll.

II. Roll call

Those answering the roll:

Mr. Alan Hinson	present
Mr. Jon Iten	present
Mr. Jim Brown	present
Mr. Adam Davie	present
Mr. Andrew Maletz	present
Ms. Traci Moore	present
Mr. Francis Strahler	absent
Council Member Brisk	present

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

Staff members present: Law Director Ian Bigalk, Planner I Kylie Blackburn, Planning Manager Chris Christian, Planner I Lauren Sauter, Planner II Sierra Saumenig, Deputy Clerk Christina Madriguera.

III. Action on minutes: August 10, 2026

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

Deputy Clerk Madriguera said that Board Member Traci Moore's name had been inadvertently omitted from the roll call, and that the error had been corrected.

Chair Hinson asked if there were any further corrections. Hearing none, Board Member Iten moved to approve the August 10, 2026 minutes as corrected. Board Member Brown seconded the motion.

Upon roll call: Mr. Iten yes, Mr. Brown yes, Ms. Moore yes, Mr. Hinson yes, Mr. Maletz yes, Mr. Davie. Having six yes votes, the motion passed and the minutes were approved as corrected.

IV. Additions or corrections to the agenda

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

Planner II Saumenig answered none from staff.

Chair Hinson administered the oath to all present who wished 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, he introduced the first case and asked to hear the staff report.

VI. Cases:

ARB-57-2026 Englefield Oil Signage Certificate of Appropriateness and Waivers

Certificate of Appropriateness for one relocated monument sign with waivers regarding the sign's placement and quantity of colors for BP and Duchess at 9550 Johnstown Road (PID: 222-005109).

Applicant: City of New Albany

Planner I Sauter delivered the staff report.

Board Member Iten remarked that consideration of this application was a no brainer because it was the city that requested relocation of the sign. He asked Planner I Sauter for more detail about the sign code and the adjacent properties.

Planner I Sauter explained the application's relationship to the sign code and further that it is consistent with the adjacent properties.

Hearing no further questions, Board Member Brown moved to approve ARB-57-2026. Board Member Moore seconded the motion.

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

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

ARB-59-2026 Infinite Church Certificate of Appropriateness

Certificate of Appropriateness for a new church building for the Infinite Church generally located on Walton Parkway between State Route 605 and Bevelhymer Road (PID: 222-004532).

Applicant: Clare Knecht

Board Member Maletz recused himself from consideration of ARB-59-2026 as he is the applicant. He left the dais and sat in the public seats.

Planner I Blackburn delivered the staff report.

Chair Hinson asked if the Planning Commission will review screening of the parking lot.

Planner I Blackburn answered yes.

Applicant and Architect for the project Andrew Maletz spoke in support of the application. He explained the procedural posture of the application and what next steps will be. The planning commission will review the final development plan. He referenced the narrative that was included in the application, and stated that he was prepared to answer questions. He acknowledged that the architecture is not Georgian, however it is balanced and scaled. He further explained that he took cues from the surrounding architecture and chose restraint in the materials and design selection, not over articulate.

Board Member Iten remarked that, in contrast to the east, west, and south elevations which sing, the north elevation is lacking.

Board Member Maletz explained that the aesthetic on the north is intentional. It faces the Cedar Brook neighborhood and his intention was to be sensitive to the neighborhood which consists of smaller homes. Thus the scale is more modest out of respect.

Board Member Iten confirmed that Mr. Maletz would defend this as four-sided architecture.

Board Member Brown acknowledged that the landscaping was not being reviewed here, but asked about buffering.

Mr. Maletz indicated areas of buffering and the existing trees and the no-build zone on the northern boundary.

Board Member Brown thanked Mr. Maletz and remarked that it is a great looking building.

Board Member Davie agreed and remarked that it was well thought out and placed.

Chair Hinson agreed and stated that he had no concerns other than making sure the parking lot is properly screened.

Hearing no further questions or comments, Board Member Iten moved for approval of the certificate of appropriateness for ARB-59-2026. Board Member Davie seconded the motion.

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

The Board wished Mr. Maletz good luck.

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

ARB-61-2026 Athletic Campus Certificate of Appropriateness

Certificate of Appropriateness for Phase 1A of the New Albany Plain Local Schools' Athletic Campus project at 6500 New Albany Road (PID: 222-002194-00).

Applicant: Nathan Gammella, Schorr Architects, Inc.

Board Member Maletz returned to his seat on the dais.

Planner II Saumenig delivered the staff report.

Chair Hinson noted that the informal presentation included metal roofing, but here asphalt shingles were used. He asked whether this was for cost savings.

Applicant and architect for the project Nathan Gamella answered yes and remarked that asphalt shingles have a higher resistance to object strikes.

Chair Hinson confirmed the location of netting and that parts of the roof would be netted. He further remarked that a ball strike could damage an asphalt shingle and requested that the team reconsider use of metal roofing.

Board Member Maletz remarked that he too prefers metal but asphalt shingles would not show dents from ball strikes. He continued that he appreciated incorporation of his comments from the informal presentation, particularly the enclosure of the stairs to the press box. It is clear that the comments were heard and thoughtfully considered.

Board Member Brown agreed that the structure looks great.

Board Member Davie agreed that it is a vast improvement from the first iteration and further confirmed that the stairs are enclosed because it was not clear on all of the renderings. He also recommended that the applicant look at water fountains, bottle fillers, and baby-changing stations.

Mr. Gammella confirmed that it was enclosed and apologized for the oversight, noting that that this is a fast-moving project.

Hearing no further questions, Chair Hinson moved to approve the certificate of appropriateness for ARB-61-2026, noting that applicants and staff should keep in mind usage of metal roofing, if possible. Board Member Iten seconded the motion.

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

The board wished the applicant good luck.

VII. Other business

Chair Hinson asked if there was any other business to come before the board.

Board Member Iten asked what was coming.

Planner I Blackburn answered that there was an application to be reviewed at next month's meeting.

VIII. Adjourn

Having no further business and having completed their agenda, Board Member Iten moved to adjourn the September 14, 2026 meeting of the New Albany Architectural Review Board. Board Member Brown seconded the motion.

Upon roll call: Mr. Iten yes, Mr. Brown yes, Mr. Hinson yes, Ms. Moore yes, Mr. Maletz yes, Mr. Davie yes. Having six yes votes, the motion passed and the meeting was adjourned at 7:42 p.m.

Submitted by Deputy Clerk Madriguera, Esq.

Appendix

ARB-57-2026

Staff Report

Record of Action

ARB-59-2026

Staff Report

Record of Action

ARB-61-2026

Staff Report

Record of Action



Architectural Review Board Staff Report
September 14, 2026 Meeting

ENGLEFIELD OIL SIGNAGE
CERTIFICATE OF APPROPRIATENESS AND WAIVERS

LOCATION: 9550 Johnstown Road (PID: 222-005109)
APPLICANT: City of New Albany
REQUEST: Certificate of Appropriateness with waivers
ZONING: 1998 NACO Subarea 3E: Route 62 Commercial Comprehensive Planned Unit
Development (C-PUD) and Urban Center Code: Village Core Sub-District
STRATEGIC PLAN: Village Center
APPLICATION: ARB-57-2026

Review based on application materials received August 17, 2026.

Staff report prepared by Lauren Sauter, Planner

I. REQUEST AND BACKGROUND

The applicant requests a certificate of appropriateness and waivers to allow for the re-installation of one monument sign for Englefield Oil's dual Dutchess convenience store and BP fuel station site at the corner of Theisen Drive (soon to be renamed Ganton Parkway) and U.S. Route 62. The proposed sign is replacing a nearly identical monument sign that will be removed due to the widening of Theisen Drive.

The applicant requests the following waivers as part of this application:

- (A) Waiver to zoning text section 3e.06(8)(f) to allow ground-mounted signage to be freestanding when the zoning text requires all ground-mounted signage to be incorporated into the white-rail fence.**
- (B) Waiver to zoning text section 3e.06(8)(h) to allow four colors to be used on a sign when the zoning text permits a maximum of three colors.**

A certificate of appropriateness for two monument signs with identical waivers was approved by the Architectural Review Board for this development on July 8, 2019 (ARB-58-2019). One of the approved monument signs is located on the Johnstown Road frontage, and the other identical monument sign is currently located on the Theisen Drive frontage and is to be removed by the city due to upgrades in the right-of-way. The proposed sign is identical to the existing monument signs except for minor face changes and automatic changeable numbers instead of manual changeable copy numbers.

II. SITE DESCRIPTION & USE

The site is located generally at the eastern perimeter of the Village Center, just southwest of the intersection of State Route 161 and U.S. Route 62 (Johnstown Road). The parcel is adjacent to the Plain Township Fire Department, the Windsor subdivision, and the recently approved Nationwide Children's Hospital and Edgehill subdivision. It fronts onto both Johnstown Road and Theisen Road, the latter of which is currently being widened and extended as Ganton Parkway. As part of the road widening, the subject parcel is dedicating 12 feet of additional right-of-way to the city, which causes the existing leisure trail, fence, and sign to be "pushed back" as well.

III. EVALUATION

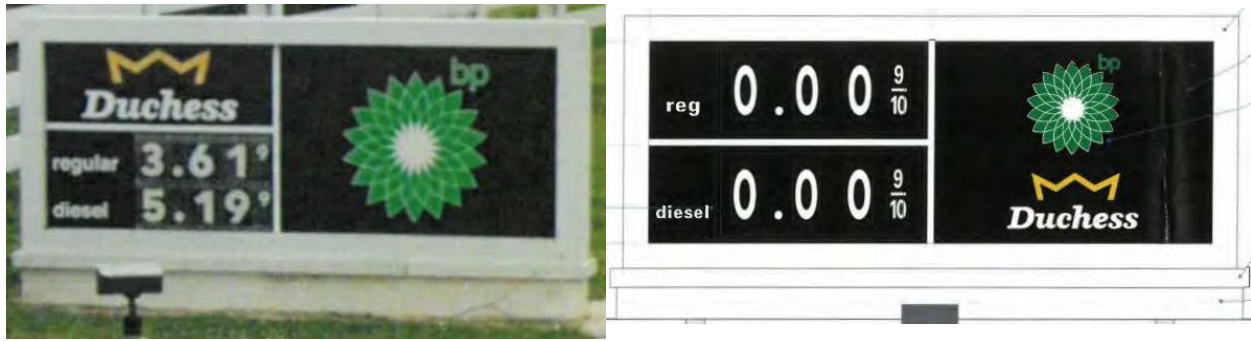
Certificate of Appropriateness

Per C.O. Section 1157.08(b)(1), any major environmental change to a property located within the Village Center, as defined in C.O. Section 1157.07, requires a certificate of appropriateness to be issued by the Architectural Review Board. No environmental change shall be made to any property within the city of New Albany until a Certificate of Appropriateness has been properly applied for and issued by staff or the Board. Per **C.O. Section 1157.09, Criteria for Evaluation of Application for Certification of Design Appropriateness**, and **C.O. Chapter 1169, City Sign Regulations**, the modifications to the site should be evaluated on these criteria:

1. *Compliance of the application with the Design Guidelines and Requirements and requirements of the Codified Ordinances.*
 - Subarea 3E of the 1998 NACO C-PUD zoning text outlines select signage standards in addition to those of the city sign code, C.O. 1169. The applicant is requesting two waivers from the zoning text.
 - During the time of final development plan approval, the Architectural Review Board and Planning Commission approved the development plan with conditions related to the location and design of the site's two monument signs in an effort to maintain the standard design established by the Canini Trust Corp Sign Recommendation Plan along U.S. Route 62. The Canini Trust Corp Sign Recommendation Plan has become the sign design standard for this area. The proposed ground-mounted sign will continue to be centered in between the horse fence and the leisure path, which is the recommended design in the Canini Trust Corp Signage Recommendation Plan.
 - The sign aligns with other recommendations included in the Canini Trust Corp Signage Recommendation Plan and with existing signage in the Canini Trust Corp area. The sign will utilize white trim and a white brick base and cap, a standard four-foot height and approximately eight-foot width, a black background, and a standard scale for the logos and lettering.
 - The existing sign uses changeable copy for the fuel prices. This sign is proposed to use automatic changeable prices, which is permitted.
 - Zoning text 3e.06 for ground-mounted signage requires the following:

Quantity	1 per building parcel façade (2 total)	1 monument sign (2 total)	✓
Area	Max. 50 square feet per side	30 square feet per side	✓
Height	Max. 5 or 6 feet	Sign: 2.67 feet Total: 4 feet	✓
Width	Sign board max. 8 feet	Sign: 7.5 feet	✓
Illumination	External	External	✓
Colors	Max. 3 colors	4 colors	Waiver
Location	Incorporated into horse fence	Free-standing	Waiver

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 sign is appropriate for this location and use. The sign is designed to be consistent with the existing signage and with other signs generally in the Canini Trust Corp area.
 - As required by the zoning text, the sign will not be placed in "landscaped features."



Images: **Existing** (left) and **proposed** (right) monument sign for the Englefield Oil site.

3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
 - The existing sign, leisure trail, and fence are not being permanently removed; they are being pushed back due to the widening of Theisen Drive. Approving the certificate of appropriateness and waivers will preserve the existing character of the site.
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. It appears that this sign is scaled appropriately for this tenant space and is appropriately designed.
5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
 - Not applicable.
6. *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.*
 - No additions or alterations are proposed that would impair existing structures upon removal.

Waiver Requests

The Architectural Review Board's review of waivers is pursuant to C.O. Section 1113.11, Action by the Architectural Review Board. Within 30 days after the public meeting, the Architectural Review Board shall either approve, approve with supplementary conditions, or disapprove the request for a waiver. The Architectural Review Board shall only approve a waiver or approve a waiver with supplementary conditions if it finds that the waiver, if granted, would:

1. *Provide an appropriate design or pattern of development considering the context in which the development is proposed and the purpose of the particular standard. In evaluating the context as it is used in the criteria, the ARB may consider the relationship of the proposed development with adjacent structures, the immediate neighborhood setting, or a broader vicinity to determine if the waiver is warranted.*
2. *Substantially meet the intent of the standard that the applicant is attempting to seek a waiver from, and fit within the goals of the Village Center Strategic Plan, Land Use Strategic Plan and the Design Guidelines and Requirements.*
3. *Be necessary for reasons of fairness due to unusual building, structure, or site-specific conditions.*
4. *Not detrimentally affect the public health, safety or general welfare.*

The applicant requests the following waivers as part of the application:

(A) Waiver to zoning text section 3e.06(8)(f) to allow ground-mounted signage to be freestanding when the zoning text requires all ground-mounted signage to be incorporated into the white-rail fence.

The following should be considered in the Board's decision:

- This waiver was approved by the Architectural Review Board for the existing monument signs on July 8, 2019 (ARB-58-2019). The proposed sign serves the same purpose and conforms to the same character as the existing signs.
- The ground-mounted signage is proposed to be freestanding in between the horse fence and the leisure trail. The leisure trail and fence are proposed to be moved slightly back into the lot due to the widening of Theisen Drive, and the sign will be located in the same place as it currently exists relative to the leisure trail and fence.
- The proposed design is appropriate, as this is the design that is utilized in the Canini Trust Corp farther north on U.S. Route 62. It does not appear that any nearby properties utilize monument signage that is "incorporated into the horse fence," though this has been implemented in numerous locations in the city. Granting the waiver will ensure consistency in the interchange area and along the corridor.
- The design of the ground-mounted sign will meet the intent of the standard that the applicant is attempting to seek a waiver from. The Canini Trust Corp Sign Recommendation plan has become the new standard for signs in this area. The proposed signage is centered in between the leisure trail and the horse fence, which meets the design recommendations of the Canini Trust Corp Sign Recommendation Plan. Other signs in this area have followed this recommendation, and in order to ensure consistency with this plan and other signs in the area, the waiver is needed.
- Granting the waiver would not detrimentally affect the public health, safety, or general welfare.

(B) Waiver to zoning text section 3e.06(8)(h) to allow four colors to be used on a sign when the zoning text permits a maximum of three colors.

The following should be considered in the Board's decision:

- This waiver was approved by the Architectural Review Board for the existing monument signs on July 8, 2019 (ARB-58-2019). The proposed sign uses the same colors for the same logos as the existing signs.
- The zoning text permits a maximum of three colors, inclusive of black and white.
- The sign is proposed to utilize black, white, yellow, and green colors. The yellow and green are used for the Duchess and BP logos. The black color is typical of the background of Canini Trust Corp signage; any other color would not align with the established character of the area's signage.
- The sign's colors will meet the intent of the standard that the applicant is attempting to seek a waiver from. Although there are more colors than permitted by the zoning text, none of the proposed colors are jarring or overly bright. The sign's black and white colors are appropriate for the area, and the yellow and green are limited to just the logos.
- The waiver may be necessary for reasons of fairness. A majority of commercial sites only have one tenant, and such sites only identify one company on their respective monument signs, when utilized. Due to the nature of this site, which has both the Duchess convenience store and BP fuel station, there are two companies that must be identified in the monument sign, and more colors are reasonably needed. (For signage in the Canini Trust Corp zoning text, there are often two tenants identified on monument signs, but the zoning text permits more than three colors.)
- The city's sign code allows a maximum of four colors. Numerous other Planned Unit Development zoning texts specify that when there is a maximum of three colors, black and white are not counted toward the maximum. The number of colors is consistent with surrounding Village Center signage and other city sign code.
- Granting the waiver would not detrimentally affect the public health, safety, or general welfare.

IV. SUMMARY

The applicant requests approval of a certificate of appropriateness with two waivers for the re-installation of one monument sign in the Village Center. The sign is nearly identical to the existing monument signs, located on the Theisen Drive (Ganton Parkway) frontage and U.S. Route 62 frontage of Englefield Oil's Duchess and BP site. On the Theisen Drive frontage, the sign, along with the leisure trail and fence, is being moved back approximately 10 feet into the lot by the city due to road widening plans. The sign aligns with the Canini Trust Corp Sign Recommendations Plan and conforms to the zoning text and city sign code except for the considerations outlined in the two waiver requests.

The waivers appear appropriate, as they adhere to a consistent architectural character and design of the area and match the existing signage on the site. Instead of being integrated into the fence, the monument sign will be cohesive with other monument signage in the Canini Trust Corp and with the monument sign that is to remain on the U.S. Route 62 frontage. Additionally, while four colors are being used, two of the main colors are black and white, which do not create overly bright or jarring signage. The other two colors, yellow and green, are used only in the logos that identify the tenants of the site, Duchess and BP. The same waivers were requested and approved for the two existing monument signs in 2019.

V. ACTION

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

Move to approve Certificate of Appropriateness application ARB-57-2026.

Approximate Site Location:



Source: NearMap



Community Development Department

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

Dear City of New Albany,

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

Wednesday, September 16, 2026

The New Albany Architectural Review Board took the following action on 9/14/2026.

Certificate of Appropriateness

Location: 9550 Johnstown Rd., New Albany, OH 43054

Applicant: City of New Albany

Application: PLARB20260057 (ARB-57-2026)

Request: Certificate of Appropriateness for one relocated monument sign with two waivers regarding the sign's placement and quantity of colors for BP and Duchess at 9550 Johnstown Road.

Motion: To approve

Commission Vote: Motion Approved, 6-0

Result: Certificate of Appropriateness PLARB20260057 was Approved by a vote of 6-0.

Recorded in the Official Journal this September 16, 2026.

Condition(s) of Approval:

N/A

Staff Certification:

Lauren Sauter
Planner



**Architectural Review Board Staff Report
September 14, 2026**

**INFINITE CHURCH
CERTIFICATE OF APPROPRIATENESS**

LOCATION: PID: 222-004532
APPLICANT: Clare Knecht
REQUEST: Certificate of Appropriateness
ZONING: Comprehensive Planned Unit Development (C-PUD) – 1998 NACO
PUD Subarea 7C: Oak Grove West Zoning Text
STRATEGIC PLAN: US 62 Office Campus
APPLICATION: ARB-59-2026

Review based on: Application materials received on August 14, 2026

Staff report prepared by Kylie Blackburn, Planner

I. REQUEST AND BACKGROUND

The applicant requests review and approval for the development of a new church and parking lot along Walton Parkway between State Route 605 and Bevelhymer Road.

Per Section 8 of the New Albany Design Guidelines and Requirements, civic and institutional projects must submit a development plan for review by the Architectural Review Board (ARB). The plan should include site design, building locations, building form and massing information, and a palette of design elements that includes exterior materials, window and door design, colors, and ornamentation. Section 8 of the New Albany Design Guidelines and Requirements applies to all religious buildings therefore, ARB review and approval is required. All other proposed or existing improvements shown on the site plan do not constitute as new buildings and therefore do not require ARB review. While the staff report identifies landscaping, parking, signage, and other applicable requirements, all proposed site improvements will be evaluated by the Planning Commission with the required Final Development Plan application to ensure full compliance with all applicable City codes and regulations.

II. SITE DESCRIPTION & USE

The 7.31 +/- acre development site is located along Walton Parkway east of the Bob Evans building and south of the Cedar Brook neighborhood. The site is currently undeveloped with another undeveloped lot to the west. It is zoned C-PUD with the Oak Grove West zoning text overlay.

III. EVALUATION

A. Certificate of Appropriateness

The ARB's review is pursuant to C.O. Section 1157.06. No environmental change shall be made to any property within the City of New Albany until a Certificate of Appropriateness has been properly applied for and issued by staff or the Board. All applications considered by the ARB are presented as Certificates of Appropriateness (COAs); however, the scope of the ARB's review is limited to the applicable criteria identified in Section 8(III)(1), as described above for this case. Accordingly, while the staff report may provide context regarding other site elements, such as landscaping, parking, signage, and related improvements, those items are not within the ARB's scope of approval unless specifically subject to the criteria in Section 8(III)(1). Final approval and

determination of compliance for those items remain with Planning Commission during the Final Development Plan review:

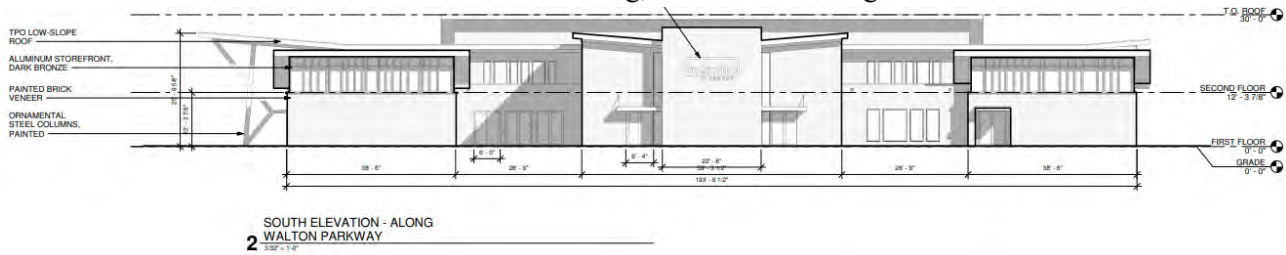
1. *The compliance of the application with the Design Guidelines and Requirements and Codified Ordinances.*

- The applicant proposes to construct a 46,744 sq. ft. new church building and associated parking lot with 267 spaces on the undeveloped site.
- The site is zoned C-PUD and the text uses Office Campus District (OCD) as its base code. This means that religious exercise facilities and related uses are permitted within the zoning district.
- The Oak Grove West zoning text establishes the following setbacks

	Setback Requirement	Proposed
Walton Parkway	65 feet for building and 35 feet for pavement	92+/- feet for building and 35+/- feet for pavement [meets code]
Side Yard	30 feet for building and 15 feet for pavement	Well over 30 feet for building and 16+/- feet for pavement [meets code]
Northern Boundary	120 feet for buildings and 50 feet for pavement	120+/- feet for building 53+/- feet for pavement [meets code]

- Section 8(III.2) of the Design Guidelines & Requirements states that the selection of architectural style shall be appropriate to the context, location, and function of the building. The style should be based on traditional practice in American architecture and as illustrated in the Design Principles and the “American Architectural Precedent” section. In general, high-style designs with grander scale are appropriate for major structures such as government buildings, schools, and churches. The City Architect comments that the size, massing, and style are appropriate given the location in which the development is proposed.
 - Walton Parkway is a commercial environment outside of the Village Center. The buildings on Walton Parkway do not follow a traditional Georgian architecture but a human scale commercial style of architecture.
 - The church’s proposed architecture is intended to blend in with the commercial buildings along Walton Parkway while still allowing it to stand out as a religious use.
 - There is an existing mix of building materials along Walton Parkway. Some of the existing buildings, such as Bob Evans and 7815 Walton Parkway, are composed of red brick with large windows, while buildings such as Feazel Roofing and 8323 Walton Parkway are white with dark accents.
- The applicant proposes to use white brick, a standing seam metal roof, TPO low-slope roof, and painted ornamental steel columns.
 - The applicant proposes white brick for the massing of the building. The City Architect states that the use of white brick is architecturally appropriate in relation to what exists in the immediate area.
- Section 8(III.3) of the Design Guidelines & Requirements (DGRS) 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. Embraces shall be scaled and detailed to match the scale and detail of interior public space.

- o The proposed design provides entrances along Walton Parkway that are easy to locate on the building, as seen in the image below.



- o The main entrances are on the sides of the building where the awnings are and allow for more direct access from the parking lot.
 - Section 8(III.4) of the Design Guidelines & Requirements (DGRS) Civic and institutional designs shall follow the precedents of traditional American architectural designs, with particular care paid to the proportions of wall height to width; roof shape; and proportions of windows and doors, including vertically-proportioned window panes. The details and design characteristics of the traditional style selected for a new building shall be carefully studied and faithfully rendered in the new building's design.
 - o The proposed church is designed in a way to incorporate the surrounding features and the traditional style of the area. The church is using a low/flat roof to be more in line with the surrounding commercial areas while using vertically proportioned windows. The City Architect has reviewed this proposed church building and states that the design is architecturally appropriate.
 - o The City Architect comments that the applicant has successfully kept the overall height of the proposed structure similar to the surrounding buildings while still maintaining an expected presence and importance. The applicant states that extra design consideration was taken on the north side of the building to have a lower roof line along the Cedar Brook neighborhood to help have a more seamless transition from the residential to more commercial style space.
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

- Section 8 (II.2) of the Design Guidelines & Requirements states that site plantings and landscaping shall be of an appropriate scale and design, based on or complementary to the architectural design of the new building.
 - o The applicant has shown trees throughout the parking lot as well as the required landscape buffer along the northern property line. A detailed landscaping plan will be provided and evaluated by the Planning Commission with the Final Development Plan (FDP) application.

Lighting and Signage

- No lighting plan has been submitted at this time but will be reviewed by the Planning Commission at the time of FDP.
- The applicant has added signage to the plans simply to show the intended placement of a future wall sign but has stated that they are not asking for a sign to be reviewed at this time. Signage will be reviewed by the Planning Commission at the time of FDP.

Vehicular and Pedestrian circulation:

- The site will add one curb cut onto Walton Parkway as its main entrance. The applicant has shown a cross-access easement that has already been established with the neighboring property to the west. As seen in the plans, there is a proposed road connection to the northern side of the properties.
 - The applicant has shown pedestrian walkways on the south and west side of the building.
 - Per Codified Ordinance Chapter 1167.05(c)(1), churches are required to provide one parking spot for every three seats in the main auditorium. The proposed church's main auditorium will seat 800, meaning 267 spaces are required. The proposed church meets the parking requirement.
 - All vehicular and pedestrian circulation will be evaluated by the Planning Commission and City Engineer at the time of FDP.
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
 - The site is currently undeveloped.
 4. *All buildings, structures and sites shall be recognized as products of their own time.*
 - It appears that the applicant has designed the church and site in a way that is appropriate to fit in with the style and feel of the surrounding area. The proposed building materials align with the architectural design, ensuring sensitivity to the established character of the immediate area.
 5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
 - The proposed building and parking lot are sensitive to the existing characteristics of the area.
 6. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
 - Not Applicable.
 7. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*
 - Not Applicable.

IV. SUMMARY

The ARB should evaluate the overall proposal based on the requirements in the Design Guidelines and Requirements. The New Albany Design Guidelines and Recommendations state that New Albany's goal is to encourage a consistent approach when new public buildings are created in the community, and the selection of architectural style shall be appropriate to the context, location, and function of the proposed elements. The proposed church design exhibits high architectural quality and harmonizes with the neighborhood's existing character. Elements such as the white brick, windows, and distinctive roofline draw inspiration from surrounding commercial structures while establishing a unique, fitting identity for a place of worship.

This Certificate of Appropriateness approves the architectural design of the proposed church building. Approval of this Certificate of Appropriateness does not constitute approval of final landscaping, signage, site lighting, stormwater, utilities, engineering, construction, or other zoning/building permit requirements, which remain subject to separate Planning Commission approval with a Final Development Plan for the site.

V. ACTION

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

Suggested Motion for ARB-59-2026:

Move to approve Certificate of Appropriateness application ARB-59-2026 (conditions may be added).

Approximate Site Location:



Source: NearMap



Community Development Department

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

Dear Clare Knecht,

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

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

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

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

Thank you.



Community Development Department

Decision and Record of Action

Monday, September 14, 2026

The New Albany Architectural Review Board took the following action on 09/14/2026 .

Certificate of Appropriateness

Location: Walton Parkway, New Albany, OH 43054

Applicant: Clare Knecht,

Application: PLARB20260059

Request: Certificate of Appropriateness for a new church building for the Infinite Church generally located on Walton Parkway between State Route 605 and Bevelhymer Road (PID: 222-004532).

Motion: To Approve

Commission Vote: Motion Approved, 5-0

Result: Certificate of Appropriateness, PLARB20260059 was Approved, by a vote of 5-0.

Recorded in the Official Journal this

Condition(s) of Approval:

N/A

Staff Certification:

Kylie Blackburn
Planner



**Architectural Review Board Staff Report
September 14, 2026 Meeting**

**NAPLS ATHLETIC CAMPUS PHASE 1A
ATHLETIC SUPPORT FACILITIES
CERTIFICATE OF APPROPRIATENESS**

LOCATION: 6500 New Albany Road East (PID:222-002194-00)
REQUEST: Certificate of Appropriateness
ZONING: Office Campus District (OCD)
STRATEGIC PLAN: Employment Center
APPLICATION: ARB-61-2026
APPLICANT: Schorr Architects, Inc. c/o Nathan Gammella

Review based on: Application materials received on August 21, 2026

Staff report completed by Sierra Saumenig, Planner II

I. REQUEST AND BACKGROUND

The applicant is requesting a Certificate of Appropriateness to construct athletic support facilities, including a concession stand, home and visitor dugouts, a press box, restrooms, and batting/hitting facilities, in connection with the relocation of the New Albany Plain Local School District's baseball and softball fields.

Per Section 8 of the New Albany Design Guidelines and Requirements, civic and institutional projects must submit a development plan for review by the Architectural Review Board (ARB). The plan should include site design, building locations, building form and massing information, and a palette of design elements that includes exterior materials, window and door design, colors, and ornamentation. Section 8 of the New Albany Design Guidelines and Requirements applies to all park and recreation buildings therefore, ARB review and approval is required. All other proposed or existing improvements shown on the site plan do not constitute as new buildings and therefore do not require ARB review. While the staff report identifies landscaping, parking, signage, and other applicable requirements, all proposed site improvements will be subject to staff review during the permitting process to ensure full compliance with all applicable City codes and regulations.

This project represents Phase 1A of a collaborative site development effort between NAPLS and the City of New Albany. As part of this effort, the city currently intends to lease a portion of the acreage to the NAPLS, while reserving a portion of the land for public green space. This strategic acquisition of the 49.4-acre property reflects a collaborative effort between the city and the district, intended to secure the long-term future of the school campus while expanding athletic opportunities for students.

The ARB informally reviewed the proposed buildings at the July 13, 2026 meeting. Board members offered several comments for the applicant's consideration, including the alignment and roof design of the press box, long-term maintenance concerns related to the exterior stairs, restroom quantity and placement relative to spectator areas, safety and circulation between fields, parking capacity, and durability of the proposed metal roofing. The applicant acknowledged the feedback and indicated it would be taken into consideration as the design progresses.

II. SITE DESCRIPTION & USE

The overall site, approximately 49.4 acres in size, is the former Discover Financial Services property. The building has since been demolished, and the parcel currently contains only the remaining parking lot, detention basins, and landscaping. The surrounding area includes residential properties to the north, east, and south and commercial properties to the west.

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. All applications considered by the ARB are presented as Certificates of Appropriateness (COAs); however, the scope of the ARB's review is limited to the applicable criteria identified in Section 8(III)(1), as described above for this case. Accordingly, while the staff report may provide context regarding other site elements, such as landscaping, parking, signage, and related improvements, those items are not within the ARB's scope of approval unless specifically subject to the criteria in Section 8(III)(1). Final approval and determination of compliance for those items remain with city staff through the applicable permitting and review processes.

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

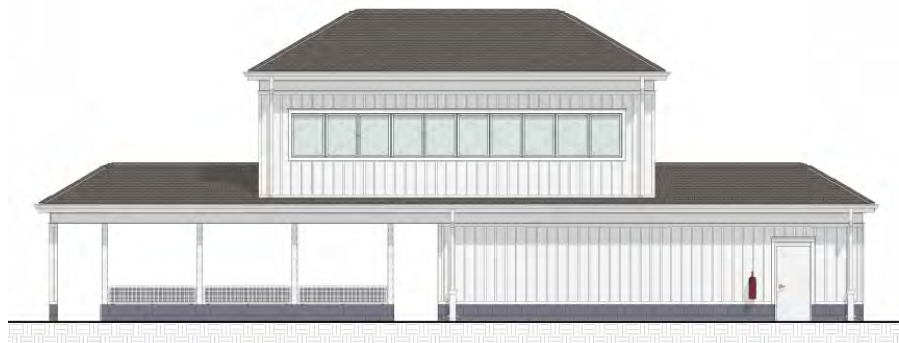
- The applicant proposes to construct a total of 12 buildings including home/visitor dugouts, home/visitor dugouts with a press box above, concession/restroom facility, standalone restrooms, hitting facility, and a water meter building.
- All buildings are proposed to be white fiber cement board and batten with a dark gray burnished CMU wainscot on the walls, and asphalt shingle roofs. The proposed buildings are consistent with the established character and architectural design of the existing athletic facilities on the school campus and are appropriately designed to complement the overall athletic field setting.
- Section 8 (III.2) requires the architectural style of a civic building to be appropriate to the context, location and function of the building and be based on traditional practice in American architecture. Public recreation structures may be appropriately designed as vernacular buildings or even in the form of traditional barns.
 - While the DGR's generally require four-sided architecture, it provides an exception for public recreation structures, which may be appropriately designed as vernacular buildings or in the form of traditional barns. This flexibility recognizes that recreational structures, such as concession stands, dugouts, and press boxes, serve a functional, utilitarian purpose distinct from typical commercial or residential buildings, and their design is often driven by sightlines, operational needs, and orientation toward the athletic fields rather than a public street frontage. Because these structures are not principal buildings and are designed primarily to support athletic-field operations, the same level of façade articulation, fenestration, and architectural hierarchy expected of principal buildings may not be necessary or practical in every instance.
- 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.

- While the structure is not a traditional civic or institutional building, the design incorporates elements consistent with traditional American architectural precedent, including the overall roof form, proportions, and use of architectural materials. The facades with windows are vertically proportioned. The proposed design provides a cohesive and appropriately detailed architectural character while maintaining the functional requirements of recreational facilities.
- The city architect has reviewed the proposed designs and commented that the project reflects an appropriate design approach, consisting of straightforward, simple forms that are partially utilitarian and partially stylized in character. The City Architect expressed general support for the design but recommended that the applicant provide a material sample showing the selected block with the proposed mortar, noting that the mortar selection can significantly influence the overall appearance of the finished material. Staff recommends a condition of approval that the applicant work with the city architect with the selected block and proposed mortar (condition #1).
- Below are examples of some of the proposed buildings:



South elevation of the concession stand



Home dugout with Press Box (field side)



South elevation of hitting facility with restrooms

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

- The applicant provided a Landscape Coordination Plan. The proposed landscaping for the site will be developed collaboratively between NAPLS and the city's landscape architecture team. Landscaping for Phase 1A is intended to be limited in scope, with the final selection and placement of tree species coordinated to ensure consistency with the landscaping envisioned for future phases of development.
- This will be reviewed and evaluated by staff during permitting and is not subject to ARB approval.

Lighting

- Gooseneck lighting is proposed on most of the buildings. All proposed lighting is black and similar in appearance and style.
- There is no proposed site lighting for the development at this time. This will be reviewed during the engineering permitting process for compliance with code requirements.

Vehicular and Pedestrian circulation:

- The site will be accessed via two curb cuts, with one located along New Albany Road East and the other along SR 605.
- The applicant proposes pedestrian connections to both public streets, as well as an internal sidewalk network that provides pedestrian circulation throughout the site. These internal sidewalks connect the parking areas to the athletic fields and related site amenities.
- The applicant proposes 212 parking spaces, which meets the applicable requirement of 20 spaces per playfield, plus one space for every six seats in the stands. Based on the applicant's estimate of approximately 600 total seats, or 150 seats per field, the proposed parking supply satisfies the required parking calculation.

Signage

- No signage is proposed currently. This will be reviewed and evaluated by staff during permitting and is not subject to ARB approval.

3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
 - The distinguishing original qualities or character of the site will not be destroyed. The site is the former Discover property; the previous building has been demolished, and the property is currently characterized primarily by a large remaining parking lot and detention basins. As a result, there are limited existing architectural or site-defining features to preserve. The proposed park use would replace an underutilized paved condition with recreational open space and associated site improvements, which would enhance the character and function of the property rather than diminish any remaining historic or original qualities.
4. *All buildings, structures and sites shall be recognized as products of their own time.*
 - The proposed buildings and site improvements are designed as athletic facilities that reflect their intended recreational function. The design appears compatible with the surrounding area and has been developed with the athletic facility context in mind, while also responding to the applicable architectural expectations of 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, massing, and detail of architectural elements are appropriate for the proposed architectural style and intended use. The applicant has achieved a thoughtful design that is visually appealing for athletic facilities.
6. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
 - Not Applicable
7. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*
 - Not Applicable

B. Office Campus District (OCD) Zoning District Development Standards Compliance

- The proposed building meets all of the OCD zoning district requirements found in C.O. 1144 and provided below.

Standard	Requirement	Proposed
Minimum Front Yard Depth	55 feet	60+/- feet along New Albany Condit Road [meets code] 182+/- feet along New Albany Road East [meets code] 111+/- feet along Central College Road [meets code]
Minimum Side Yard Width	15 feet	There is no side yard for this site as it fronts three streets.
Minimum Rear Yard Depth	20 feet for paved area, 40 feet for structures	800+/- feet [meets code]
Maximum Height	65 feet	Tallest building is 40' (indoor hitting facility) [meets code]

Note: there is no minimum lot area or lot width for the OCD zoning district

IV. SUMMARY

The NAPLS athletic campus reflects a collaborative effort between the school district and the city, offering a relocation site for the district's baseball and softball fields. The proposed architecture is appropriate given the intended use of the proposed buildings. These facilities are utilitarian by nature, with design driven by sightlines and field orientation rather than street presence. The proposed buildings are similar to the existing athletic facilities on the school campus and are appropriately designed to complement the overall athletic field setting.

The proposed development meets all applicable setbacks and other requirements, demonstrating compliance with zoning standards.

This Certificate of Appropriateness approves the architectural design of the proposed athletic support buildings. Approval of this Certificate of Appropriateness does not constitute approval of final landscaping, signage, site lighting, stormwater, utilities, engineering, construction, or other zoning/building permit requirements, which remain subject to separate staff review and approval as applicable.

V. ACTION

Should the Architectural Review Board find sufficient basis for approval, the following motion would be appropriate (conditions may be added).

Suggested Motion for ARB-61-2026:

Move to approve Certificate of Appropriateness application ARB-61-2026 with the following condition:

1. That the applicant work with the city architect on final block and mortar selection.

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

Wednesday, September 23, 2026

The New Albany Architectural Review Board took the following action on 09/14/2026 .

Certificate of Appropriateness

Location: 6500 E NEW ALBANY RD

Applicant: Nathan Gammella, Schorr Architects,

Application: PLARB20260061

Request: Certificate of Appropriateness for Phase 1A of the New Albany Plain Local Schools' Athletic Campus project at 6500 New Albany Road (PID: 222-002194-00).

Motion: To approve

Commission Vote: Motion Approval with Conditions, 6-0

Result: Certificate of Appropriateness, PLARB20260061 was Approval with Conditions, by a vote of 6-0.

Recorded in the Official Journal this September 23, 2026

Condition(s) of Approval:

1. That the applicant works with the city architect on final block and mortar selection.

Staff Certification:

Sierra Saumenig

Sierra Saumenig
Planner



**Architectural Review Board Staff Report
October 12, 2026 Meeting**

**11 SOUTH HIGH STREET EXTERIOR MODIFICATIONS
CERTIFICATE OF APPROPRIATENESS**

LOCATION: 11 South High Street (PID: 222-000077)
APPLICANT: Bill Murphy
REQUEST: Certificate of Appropriateness
ZONING: Urban Center Code: Historic Center Sub-District
STRATEGIC PLAN: Village Center
APPLICATION: ARB-58-2026

Review based on: Application materials received September 11, 2026.

Staff report prepared by Jay Henderson, Planner.

I. REQUEST AND BACKGROUND

The applicant requests a certificate of appropriateness to allow for exterior modifications that include adding 3 doors on the first floor at the rear of the building and extending a previously approved second-floor deck, also in the rear, at 11 South High Street. The Architectural Review Board recently approved a certificate of appropriateness and waivers for a swimming pool, detached garage, exterior modifications, and converting part of the first and second floors into residential space (ARB-11-2026) in March 2026.

Per Section 1157.07(b), any major environmental change to a property within the Village Center requires a certificate of appropriateness from the Architectural Review Board. In considering this request for exterior modifications in the Village Center, the Architectural Review Board is directed to evaluate the application based on criteria in Chapter 1157, Chapter 1173, and the New Albany Design Guidelines and Requirements.

II. SITE DESCRIPTION & USE

The 0.11 +/- acre site is located in the center of Village Center on South High Street. The property is zoned in the Historic Center subdistrict of the Urban Center Code, and the building typology is reviewed under Traditional Commercial. The property contains a 2-story brick building that was built in 1910. The property has rear access from an alley to the west and is surrounded by properties on all other boundaries with buildings that are zoned Historic Center sub-district.

III. EVALUATION

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 **1157.09 Criteria for Evaluation of Application for Certification of Design Appropriateness**, the addition of the building and site should be evaluated on these criteria.

ARB 26 1012 11 South High Street Exterior Modifications ARB-58-2026

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

- The applicant proposes to replace windows on the rear first-floor elevation with three doors and extend the rear second-floor deck. The deck is proposed to be 21 feet and 1 inch. The proposed French doors will match the existing doors along the front facade of the building along South High Street.
 - The city architect has reviewed the proposal and recommended that a structural engineer review the French door additions due to the significant weight load in the proposed door location.



- Section 4(I.B.1) of the DGRs states that additions, accessory structures, and building modifications shall observe and respect the design elements of the existing building(s) on the site; and shall employ the same or similar design elements, including but not limited to roof shape, exterior surface materials, roof materials, windows, doors, and architectural style.
 - The applicant recently proposed modifications to the existing building, including installation of a standing seam metal roof on the rear of the home to match the color of the existing shingles and proposed garage, conversion of a first-floor door to a double-hung window (see image below), conversion of a second-floor window to a single door, and construction of a deck with wrought iron railings.
 - The applicant is now proposing modifications to the original request, by extending the second-floor deck and adding three French doors on the first floor that match the appearance of the doors on the front facade. The primary building modifications are focused on the rear, which will not take away from the character of the existing structure.

- The applicant proposes simulated iron guardrails, and a cantilevered deck, with the addition of French doors matching and complementing features on the existing building.
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.*
- It does not appear that the proposed building modifications would impair the essential form and integrity of the original structure if they were to be removed in the future.

IV. SUMMARY

The ARB should evaluate the overall proposal based on the requirements in the Urban Center Code, Design Guidelines and Requirements, and Codified Ordinance. The application should be evaluated on the location of the building, the design of the building, and the use of materials. The proposed modifications are primarily behind the existing structure, visually screened, and protected by barriers. The applicant uses materials that complement and match the existing structures' architectural style, color, and materials for the building modifications, including the second-floor deck extension and first-floor French doors.

V. ACTION

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

Suggested Motion for ARB-58-2026

Move to approve Certificate of Appropriateness application ARB-58-2026 and associated waivers:

Approximate Site Location:



Source: Near Map



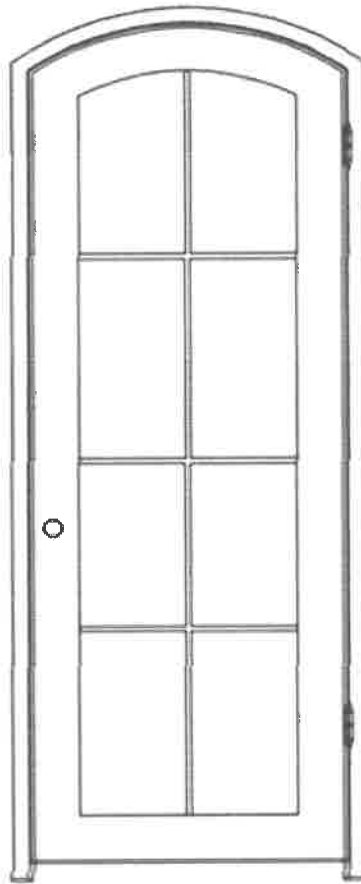
Community Development Planning Application

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>11 South High Street</u>																				
	Parcel Numbers _____																				
	Acres _____ # of lots created _____																				
Project Information	Choose Application Type	Description of Request:																			
	☐ Appeal ☒ Certificate of Appropriateness ☐ Conditional Use ☐ Development Plan ☐ Plat ☐ Lot Changes ☐ Minor Commercial Subdivision ☐ Zoning Amendment (Rezoning) ☐ Zoning Text Modification	☐ Extension Request ☐ Variance ☐ Vacation <u>Adding 2 More</u> <u>Does To Rear</u>																			
Contacts	Applicant Information	Property Owner Information																			
	<table><tr><td>Name</td><td><u>Bill Murphy</u></td></tr><tr><td>Address</td><td><u>21 Corbin Dr South</u></td></tr><tr><td>City, State, Zip</td><td><u>Granville, Ohio 43023</u></td></tr><tr><td>Phone Number</td><td><u>614 570-2877</u></td></tr><tr><td>Email</td><td> </td></tr></table>	Name	<u>Bill Murphy</u>	Address	<u>21 Corbin Dr South</u>	City, State, Zip	<u>Granville, Ohio 43023</u>	Phone Number	<u>614 570-2877</u>	Email		<table><tr><td>Name</td><td><u>Lana White</u></td></tr><tr><td>Address</td><td><u>380 Wilket Ave</u></td></tr><tr><td>City, State, Zip</td><td><u>Naples Florida</u></td></tr><tr><td>Phone Number</td><td><u>614 206-1999</u></td></tr><tr><td>Email</td><td><u>Lana@LanaWhite.com</u></td></tr></table>	Name	<u>Lana White</u>	Address	<u>380 Wilket Ave</u>	City, State, Zip	<u>Naples Florida</u>	Phone Number	<u>614 206-1999</u>	Email
Name	<u>Bill Murphy</u>																				
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Address	<u>380 Wilket Ave</u>																				
City, State, Zip	<u>Naples Florida</u>																				
Phone Number	<u>614 206-1999</u>																				
Email	<u>Lana@LanaWhite.com</u>																				
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 <u>W J Murphy</u> Date: <u>9/8/26</u> Signature of Applicant <u>Lana White</u> Date: <u>9/8/26</u>																				

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

CAD DRAWING/DESIGN SPECS



3/0 X 6/8

Door

REAR 11 S. High St.

Just Like front
Door Now

Hardware: H106

Color: 007 Light Brushed Copper

Hinge Type: Modern

Mounting tabs or In Mount Through The Jamb? Through jamb mounting

Swing: Left hand outswing

Glass: Clear

Hurricane Bolts: N/A

I agree to the dimensions and design of this CAD drawing as it represents the door I am purchasing.
Additional tabs or other items required for hurricane rated installation may be required.

Signature _____ date _____

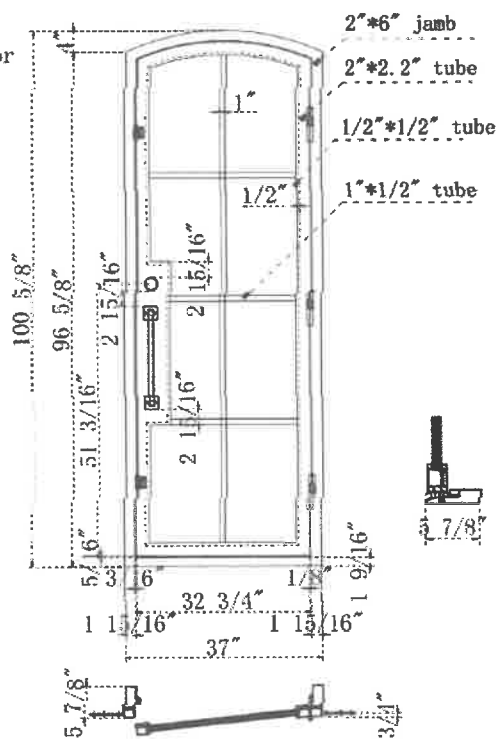
***** PLEASE PROVIDE INVOICING CONTACT INFORMATION FOR DEPOSIT & FINAL BALANCE*****

Name: _____ Email Address: _____

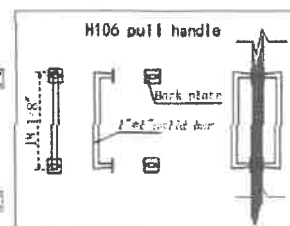
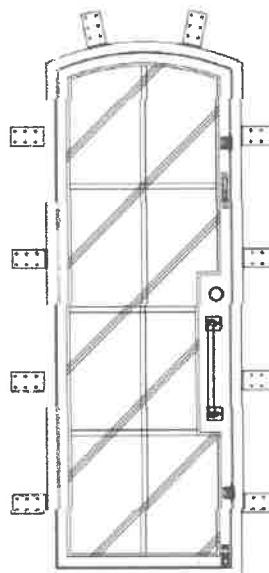
Contact Phone Number For Invoicing: _____

Glass: 1" Clear hurricane glass
 Left hand outswing
 Color: CS007 (Light Brushed Copper)
 Flush bolt on top,
 Small hurricane bolts on bottom
 H106 pull handles
 (Offset inside handle)
 Deadbolt at 51-3/16"
 Modern hinges
 Thermally broken door

Minimum Rough Opening:
 38.5"x101.625"



the door is open at a 90 degree angle. If your county requires a larger opening than this, it is your responsibility to let us know and we can make you a bigger door. HCID is not responsible for doors that do not pass code requirements in these situations.



○
 Glass stamp

DATE
GC2026.06.30 REV-A

PROJECT NAME:

PROPOSED RENOVATIONS
AND SITE WORK FOR:
ELEVEN

11 S. HIGH ST.
NEW ALBANY, OHIO
43023

DESIGN REVIEW

SEAL/SIGNATURE

Drawings and specifications as instruments
of professional service shall remain the
property of the Architect. These documents
are not to be used in whole or in part, for any
other projects not at the specified address,
without the prior written authorization of F5
Design/Architecture Inc. C. 2026

Builder

SCALE: 1/4"=1'-0"

PROJECT NO. 24051

BUILDING
ELEVATIONS

3 FEB. 2026

A300



F5

F5 DESIGN/ARCHITECTURE INC
PO BOX 86
NEW ALBANY, OHIO 43054
WWW.F5DESIGN.COM
F5MAIL@F5DESIGN.COM
TEL 614.224.4946

PROJECT NAME:

PROPOSED RENOVATIONS
AND SITE WORK FOR:

ELEVEN

11 S. HIGH ST.
NEW ALBANY, OHIO
43023

DESIGN REVIEW

SEAL/SIGNATURE

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Builder

SCALE: 1/4"=1'-0"

PROJECT NO. 24051

BUILDING
ELEVATIONS

3 FEB. 2026

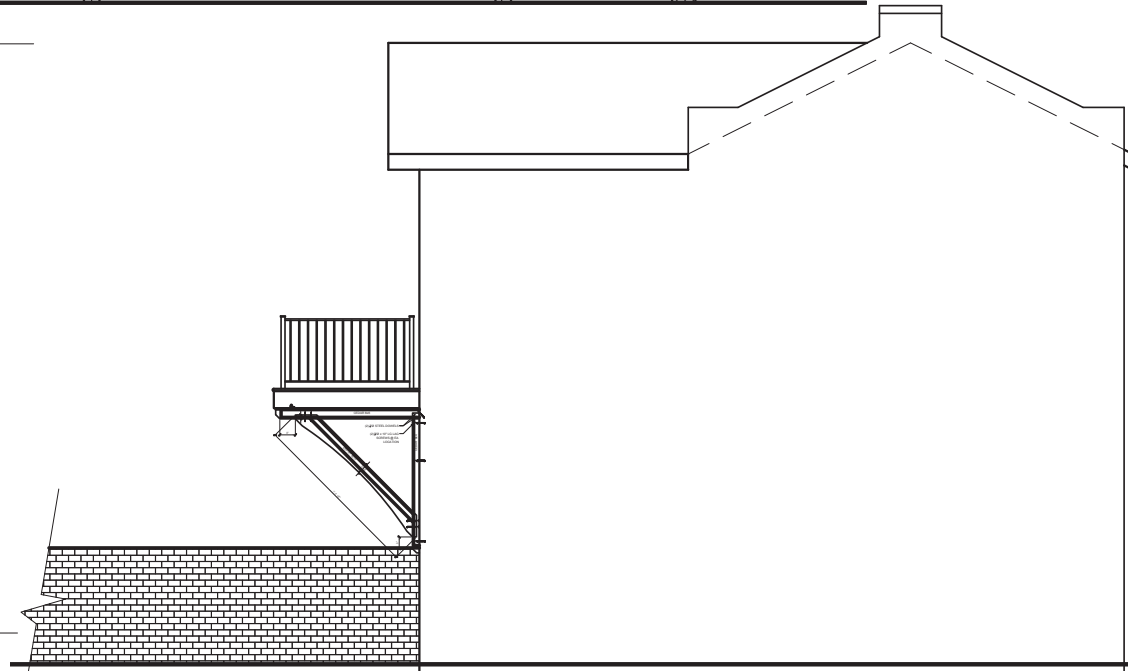
A300



1

WEST ELEVATION

SCALE: 3/16" = 1'-0"



2

SOUTH ELEVATION

SCALE: 3/16" = 1'-0"



NEW ALBANY
COMMUNITY CONNECTS US
Architectural Review Board Staff Report
October 12, 2026 Meeting

APOLLO COFFEE SIGNAGE
CERTIFICATE OF APPROPRIATENESS

LOCATION: 45 N High Street (PID: 222-000018)
APPLICANT: Jacob Rovito
REQUEST: Certificate of Appropriateness
ZONING: Urban Center District within the Historic Center Sub-District
STRATEGIC PLAN: Village Center
APPLICATION: ARB-48-2026

Review based on: Application materials received September 11, 2026.

Staff report prepared by Kylie Blackburn, Planner

I. REQUEST AND BACKGROUND

The applicant requests review of a certificate of appropriateness to allow one projecting sign to be installed at 45 North High Street for Apollo Coffee. The proposed projecting signs will be located on the North High Street elevation.

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 site is 0.25+/- acres and zoned Urban Center District within the Historic Center Sub-district. According to the Franklin County Auditor, the building was originally constructed in 1920 and renovated in 1978. Previous tenants of this property include On-Target Design, Whit's Ice Cream, and Griffin's Floral. The lot is located on the west side of High Street and is the last building before the school campus. It will be across from the newly constructed Founders Way once road construction is complete.

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:

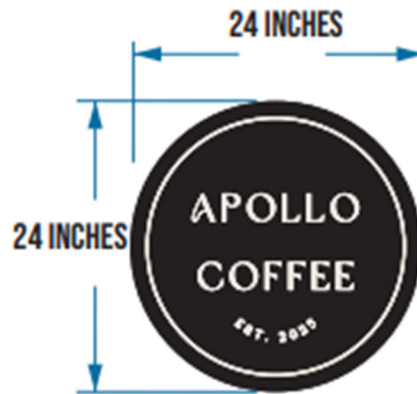
1. *The compliance of the application with the Design Guidelines and Requirements and Codified Ordinances.*
 - Per the city's sign code chapter 1169.14(a), each building or structure in the Historic Core sub-district shall be allowed three sign types. Hanging signs are a permitted sign type within the Historic Core sub-district.

Apollo Coffee Projecting Sign (1)

ARB 26 1012 Apollo Coffee Signage ARB-63-2026

1 of 4

- City sign code Chapter 1169.16(h) allows one projecting sign per business entrance. The applicant proposes one projecting sign on the left frontage of the building with the following dimensions:
 - Area: 4 square feet [meets code]
 - Lighting: None proposed [meets code]
 - Relief: 1.26 inches [meets code]
 - Colors: Black and white [meets code]
 - Projection: 30 inches [meets code]
 - Clearance: 8 feet [meets code]
- The proposed projecting sign will read “Apollo Coffee” in a larger font with “Est. 2025” below in a smaller font. The sign will have a black background with white lettering and a white circle outline as seen below.



- The sign will be made of HDU panel with acrylic letters, which are permitted sign materials.
- The applicant has stated that the sign will still meet the required 8-foot clearance with the addition of the recently approved ADA ramp. Staff recommends a condition of approval that the sign be located on the other side of the entrance if the clearance cannot be met with the addition of the ramp, subject to staff approval (condition #1).



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 sign appears to be appropriately located on the building. Similar projecting signs have been previously approved by the Architecture Review Board on North High Street. The sign is pedestrian-scaled and provides a visual interest along North High Street. The proposed sign is located on the front of the building along North High Street to the left (south) of the main entrance.
 - The sign does not block views in or out of the building and helps 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.
3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
 - The sign is positioned in a suitable location and does not block any architectural features.
4. *All buildings, structures and sites shall be recognized as products of their own time.*
 - The building is a product of its own time and should utilize signs appropriate to its scale and style while considering its surroundings. The proposed sign appears 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 sign appears appropriately located and sized to fit within the design of the existing storefront tenant space entrance on the North High Street elevation of the building. The proposed sign accomplishes the context and compatibility requirements of the city sign code and is similar to other signs within the Village Center. The sign does not block views in or out of the building and helps 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 (conditions of approval may be added):

Move to approve Certificate of Appropriateness application ARB-63-2026 with conditions (conditions may be added).

1. If the sign clearance cannot be met with the addition of the ADA ramp, the sign shall be moved to the other side of the main entrance to meet code, subject to staff approval.

Approximate Site Location:



Source: Near Map

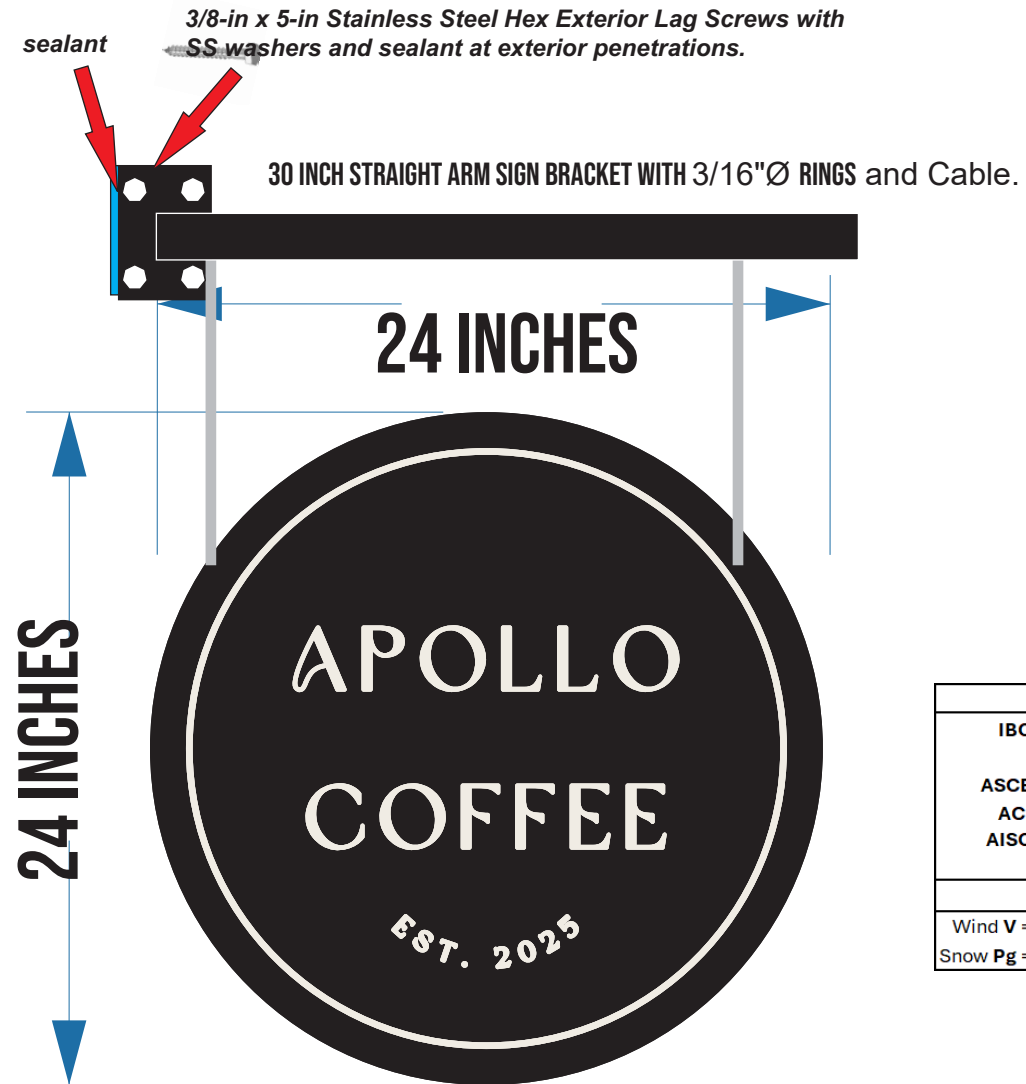
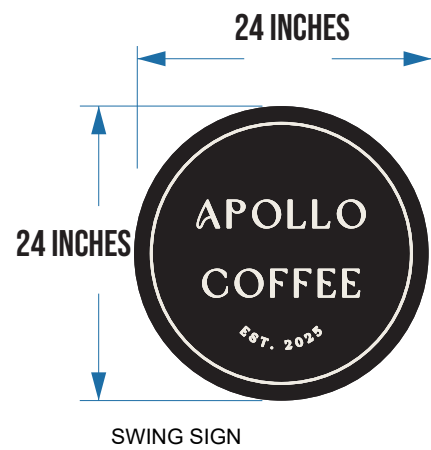
NEW ALBANY

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>45 N High Street New Albany Ohio 43061</u> Parcel Numbers <u>222-000018</u> Acres <u>0.25 acres</u> # of lots created <u>N/A</u> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">Choose Application Type</th> <th style="width: 50%;">Description of Request:</th> </tr> <tr> <td> ☐ Appeal ☒ Certificate of Appropriateness ☐ Conditional Use ☐ Development Plan ☐ Plat ☐ Lot Changes ☐ Minor Commercial Subdivision ☐ Zoning Amendment (Rezoning) ☐ Zoning Text Modification </td> <td> ☐ Extension Request ☐ Variance ☐ Vacation <u>Requesting approval for the installation of an exterior sign for the Apollo Coffee Club. This sign will identify the business and be appropriately scaled and designed to compliment the existing building and surrounding streetscape.</u> </td> </tr> </table>		Choose Application Type	Description of Request:	☐ Appeal ☒ Certificate of Appropriateness ☐ Conditional Use ☐ Development Plan ☐ Plat ☐ Lot Changes ☐ Minor Commercial Subdivision ☐ Zoning Amendment (Rezoning) ☐ Zoning Text Modification	☐ Extension Request ☐ Variance ☐ Vacation <u>Requesting approval for the installation of an exterior sign for the Apollo Coffee Club. This sign will identify the business and be appropriately scaled and designed to compliment the existing building and surrounding streetscape.</u>																				
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Phone Number	[REDACTED]																									
Email	[REDACTED]																									
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 <u>[Signature]</u> Signature of Applicant <u>Jacob Rovito</u> Date: <u>9.11.2026</u> Date: <u>9.11.2026</u>																									

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



PREPARED FOR:


PROJECT TITLE:
Apollo Coffee

PROJECT ADDRESS:
45 North High Street,
Dublin, OH, USA

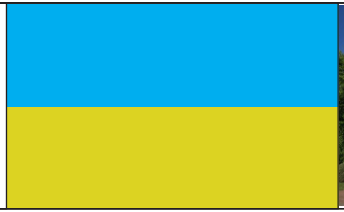
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IBC	2021	with OH amendments	
2024 Ohio Building Code			
ASCE	7-16	Minimum Design Loads for Buildings & Other Structures	
ACI	318-19	Building Code Requirements for Structural Concrete	
AISC	360-16	Specification for Structural Steel Buildings	
DESIGN LOADS			
Wind V =	110	mph	Exposure C
Snow Pg =	20	psf	Risk Cat. II



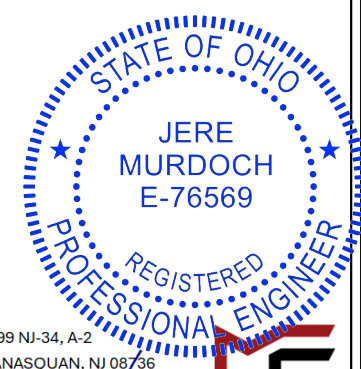
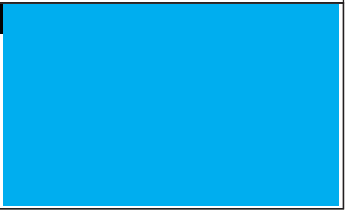
ACTUAL BUILDING WITHOUT SIGN

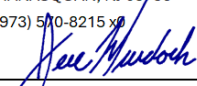
JOB NAME	APOLLO COFFEE
STREET	45 NORTH ST.
CITY, STATE	NEW ALBANY, OHIO
SIGN TYPE	PROJECTING SIGN NON ILLUMINATED
DATE	6/18/2026
FILE NAME	
DIRECTORY	
SCALE	SALE
DESIGNER	


7821 TAYLOR RD SW STE A2
REYNOLDSBURG, OHIO 43068
WWW.ROTULADOSCOLUMBUS.COM



COLORS
PAINTED HIGH-DENSITY
URETHANE BOARD (HDU)
WITH ACRYLIC
LETTERS



2399 NJ-34, A-2
MANASQUAN, NJ 08736
(973) 510-8215 x8

Jere Murdoch, PE
Professional Engineer
OH PE Lic. # PE.76569
Exp. 12/31/2027

DWG TITLE:
Connection note
SHEET: S.1
SIZE: B

GENERAL:

- ALL MATERIALS AND WORK SHALL CONFORM TO THE REQUIREMENTS OF THE APPLICABLE LOCAL BUILDING CODE.
- CONSTRUCTION METHODS AND PROJECT SAFETY: DRAWINGS AND SPECIFICATIONS REPRESENT THE FINISHED STRUCTURE AND DO NOT INDICATE METHODS, PROCEDURES, OR SEQUENCE OF CONSTRUCTION. TAKE NECESSARY PRECAUTIONS TO MAINTAIN AND ENSURE THE INTEGRITY OF THE STRUCTURE DURING CONSTRUCTION. THE EOR WILL NOT ENFORCE SAFETY MEASURES OR REGULATIONS. THE CONTRACTOR SHALL DESIGN, CONSTRUCT, AND MAINTAIN ALL SAFETY DEVICES AND SHALL BE SOLELY RESPONSIBLE FOR CONFORMING TO ALL LOCAL, STATE, AND FEDERAL SAFETY AND HEALTH STANDARDS, LAWS, AND REGULATIONS.
- THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS, ELEVATIONS AND SITE CONDITIONS PRIOR TO THE START OF CONSTRUCTION AND NOTIFY THE ENGINEER IMMEDIATELY OF ANY DISCREPANCIES OR INCONSISTENCIES THAT ARE FOUND. NOTED DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS. DO NOT SCALE DRAWINGS.
- ALL OMISSIONS AND/OR CONFLICTS BETWEEN THE VARIOUS ELEMENTS OF THE WORKING DRAWINGS AND SPECIFICATIONS SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER AND FIELD INSPECTOR. THE ENGINEER SHALL PROVIDE A SOLUTION PRIOR TO PROCEEDING WITH ANY WORK AFFECTED BY THE CONFLICT OR OMISSION.
- WHERE NO CONSTRUCTION DETAILS ARE SHOWN OR NOTED FOR ANY PART OF THE WORK, CONSTRUCT IN ACCORDANCE WITH THE STEEL CONSTRUCTION MANUAL, 14TH EDITION OR 2010 ALUMINUM DESIGN MANUAL .
- WHEN A DETAIL IS IDENTIFIED AS TYPICAL, THE CONTRACTOR IS TO APPLY THIS DETAIL IN ESTIMATING AND CONSTRUCTION TO EVERY LIKE CONDITION WHETHER OR NOT THE REFERENCE IS REPEATED IN EVERY INSTANCE.
- ANY CHANGE TO THE DESIGN AS SHOWN ON THE DRAWINGS REQUIRES PRIOR WRITTEN APPROVAL FROM DESIGN ENGINEER OF RECORD BEFORE CONSTRUCTION.
- WORK PERFORMED IN CONFLICT WITH THE STRUCTURAL DRAWINGS OR APPLICABLE BUILDING CODE REQUIREMENTS SHALL BE CORRECTED AT THE EXPENSE OF THE CONTRACTOR.
- VERIFICATION: VERIFY ALL DIMENSIONS, ELEVATIONS, AND SITE CONDITIONS BEFORE STARTING WORK. NOTIFY THE EOR IMMEDIATELY OF ANY DISCREPANCIES.

EXISTING CONDITIONS:

- IF EXISTING CONDITIONS ARE NOT AS DETAILED IN THIS DESIGN, THE INSTALLER SHALL CEASE WORK AND NOTIFY MURDOCH ENGINEERING IMMEDIATELY.
- MURDOCH ENGINEERING WILL NOT BE PERFORMING ON-SITE INSPECTIONS OR VERIFICATIONS. IT IS THE RESPONSIBILITY OF THE INSTALLER, STRUCTURE OWNER, AND PROPERTY OWNER TO IDENTIFY EXISTING CONDITIONS AND CONTACT MURDOCH ENGINEERING WITH ANY DISCREPANCIES OR CONCERNS.
- INSTALLER SHALL CONFIRM THE DIAMETER AND THICKNESS OF EXISTING MEMBERS AND NOTIFY MURDOCH ENGINEERING OF ANY DISCREPANCIES.
- INSTALLER SHALL INSPECT AND CONFIRM THE QUALITY OF EXISTING STRUCTURE AS "IN GOOD REPAIR". IF THERE ARE ANY INDICATIONS THAT THIS IS NOT THE CASE, INSTALLER SHALL CEASE WORK IMMEDIATELY AND NOTIFY MURDOCH ENGINEERING.
- ANY EXISTING INFORMATION SHOWN HAS BEEN FURNISHED BY THE PERSON(S) OR COMPANY THIS DOCUMENT WAS PREPARED FOR (SEE TITLE BLOCK). MURDOCH ENGINEERING IN NO WAY CERTIFIES THIS INFORMATION AS "AS-BUILT". IF THERE IS ANY REASON TO BELIEVE THE EXISTING CONDITIONS DETAILED HEREIN ARE NOT ACCURATE, MURDOCH ENGINEERING SHALL BE NOTIFIED IMMEDIATELY.

The designs, details and specifications contained in this drawing are confidential. The recipients of this drawing hereby acknowledge and agree that it is the sole property of Murdoch Engineering and that they shall neither use nor reveal any of the designs, details and specifications contained in this drawing, outside of the contractual agreement expressed written permission from Murdoch Engineering.

Deviations from this drawing shall not be made without consulting Murdoch Engineering. In case of incongruities between drawings, specifications, and details included in contract documents, Murdoch Engineering shall decide which indication must be followed and their decision shall be final.

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STEEL

1. STEEL SHAPES SHALL CONFORM TO THE FOLLOWING:

ROUND HSS	ASTM A500, GR B	Fy=42 KSI MIN.
SQUARE/RECT HSS	ASTM A500, GR B	Fy=46 KSI MIN.
THREADED ROD	F1554 GR 55	Fy=55 KSI MIN.
STEEL PLATE STD.	ASTM A36 ASTM	Fy=36 KSI MIN.
PIPE	A53, GR B	Fy=35 KSI MIN.

- BOLTS SHALL CONFORM TO ASTM A325 UNO.
- BOLTS AND THREADED ROD SHALL BE HOT-DIP GALVANIZED PER ASTM F2329 UNO.
- ANCHOR BOLTS SHALL CONFORM TO ASTM F1554 UNO.
- NUTS SHALL CONFORM TO ASTM A563.
- WASHERS SHALL CONFORM TO ASTM F844.
- STEEL HARDWARE SHALL BE HOT-DIP GALVANIZED PER ASTM A153 UNO
- WELDING:
 - WELD STRUCTURAL STEEL IN COMPLIANCE WITH ANSI/AWS D1.1 AND AISC SPECIFICATION, CHAPTER J. WELDERS SHALL BE CERTIFIED AS REQUIRED BY GOVERNING CODE AUTHORITY. WELDING SHALL BE DONE BY ELECTRIC ARC PROCESS USING LOW-HYDROGEN ELECTRODES WITH SPECIFIED TENSILE STRENGTH NOT LESS THAN 70 KSI UNLESS NOTED OTHERWISE.
 - ALL SHOP AND FIELD WELDS SHALL BE PERFORMED BY AN AWS OR ICC CERTIFIED WELDER WITH ACTIVE STATUS AT TIME OF WELDING
 - UNLESS A LARGER WELD SIZE IS INDICATED, PROVIDE MINIMUM SIZE WELDS PER AISC SPECIFICATION, SECTION J2, TABLE J2.4
 - BASE PLATES SHALL BE WELDED ON TOP AND BOTTOM WITH CONTINUOUS WELDS OF AT LEAST 1/4" (IF PLATE IS CUT TO FIT TUBE INTO PLATE)

ALUMINUM:

- FABRICATE AND ERECT ALUMINUM IN COMPLIANCE WITH THE ALUMINUM ASSOCIATION (AA) 2010 ALUMINUM DESIGN MANUAL (ADM) 1, THE SPECIFICATIONS FOR ALUMINUM SHEET METAL WORK (ASM35), AND IBC CHAPTER 20.
- PIPE AND TUBE SHALL BE 6061-T6 PER ASTM B241 OR B429 WITH Ft_u=38 KSI MIN, Fty=35 KSI MIN, Ftuw=24 KSI MIN, Ftyw=15 KSI MIN.
- STD STRUCTURAL PROFILES SHALL BE 6061-T6 PER B308 WITH Ft_u=38 KSI MIN, Fty=35 KSI MIN, Ftuw=24 KSI MIN, Ftyw=15 KSI MIN.
- SHEET AND PLATE SHALL BE 6061-T6 PER ASTM B209 WITH Ft_u=42 KSI MIN, Fty=35 KSI MIN, Ftuw=24 KSI MIN, Ftyw=15 KSI MIN.
- EXTRUSIONS SHALL BE 6061-T6 PER ASTM B241 OR B429 WITH Ft_u=38 KSI MIN, Fty=35 KSI MIN, Ftuw=24 KSI MIN, Ftyw=15 KSI MIN.
- ALL SHOP AND FIELD WELDS SHALL BE PERFORMED BY AN AWS OR ICC CERTIFIED WELDER WITH CURRENT STATUS AT TIME OF WELDING
- UNLESS A LARGER WELD SIZE IS INDICATED, PROVIDE MINIMUM SIZE WELD PER ADM. ALL ALUMINUM WELDED JOINTS SHALL HAVE WELD SIZES OF AT LEAST 1/4 INCH
- FILLET WELDS SHALL NOT EXCEED THINNEST MEMBER WALL THICKNESS JOINED.
- ALUMINUM WELD FILLER SHALL BE 5356 ALLOY
- WELDING PROCESS GMAW OR GTAW SHALL BE IN ACCORDANCE WITH AWS D1.2
- ALUMINUM CHANNEL LETTERS SHALL BE CONSTRUCTED OF 0.090" RETURNS AND 0.125" BACKS MINIMUM, UNLESS A LARGER SIZE IS INDICATED ON DRAWINGS. THIS NOTE SHALL SUPERCEDE DRAWING DETAILS.
- PROVIDE NEOPRENE GASKET BETWEEN DISSIMILAR METALS TO PREVENT GALVANIC CORROSION
- ALUMINUM DIRECTLY EMBEDDED INTO CONCRETE SHALL BE CAPPED AT BOTTOM AND COATED WITH BITUMINOUS COATING OR POLYURETHANE WHERE IN CONTACT WITH CONCRETE.
- FASTENERS BETWEEN DISSIMILAR METALS SHALL BE STAINLESS STEEL 316.

SCOPE OF WORK:

- LIMITS OF LIABILITY TO EXTEND ONLY TO THE QUANTITY INDICATED. ATTEMPTS IN PART OR IN WHOLE TO INSTALL GREATER QUANTITIES THAN THOSE SPECIFIED WITHOUT CONSULTING MURDOCH ENGINEERING SHALL VOID ALL PROFESSIONAL LIABILITY AND COVERAGE. ENGINEERING LIABILITY IS LIMITED TO BUILDING CONNECTIONS. BLOCKING DESIGNED BY OTHERS.



PREPARED FOR:



PROJECT TITLE:

Apollo Coffee

PROJECT ADDRESS:

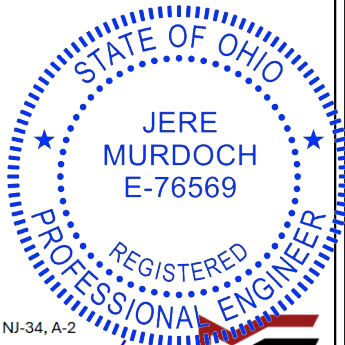
45 North High Street,
Dublin, OH, USA

DESIGN SPECIFICATIONS

IBC	2021	with OH amendments
ASCE	7-16	Minimum Design Loads for Buildings & Other Structures
ACI	318-19	Building Code Requirements for Structural Concrete
AISC	360-16	Specification for Structural Steel Buildings

DESIGN LOADS

Wind V =	110	mph	Exposure	C
Snow P _g =	20	psf	Risk Cat.	II



2399 NJ-34, A-2
MANASQUAN, NJ 08736
(973) 510-8215 x8

Jere Murdoch, PE
Professional Engineer
OH PE Lic. # PE.76569
Exp. 12/31/2027

DWG TITLE:

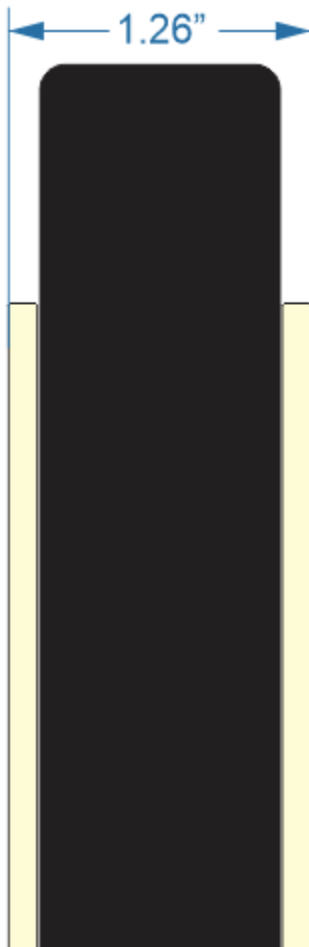
GENERAL NOTES

SHEET:

S.2

SIZE:

B



Sign Relief Exhibit



Architectural Review Board Staff Report October 12, 2026 Meeting

HARVEST PIZZERIA SIGNAGE CERTIFICATE OF APPROPRIATENESS

LOCATION: 24 E. Main Street (PID: 222-000043)
APPLICANT: Jeff Pevec, FastSigns
REQUEST: Certificate of Appropriateness
ZONING: Urban Center District within the Historic Core Sub-District
STRATEGIC PLAN: Village Center
APPLICATION: ARB-64-2026

Review based on application materials received September 11, 2026.

Staff report prepared by Jay Henderson, Planner I.

I. REQUEST AND BACKGROUND

The applicant requests approval of a certificate of appropriateness for two signs for Harvest Pizzeria at 24 E. Main Street. The additions include a projecting sign and a wall sign, both located along East Main Street, that utilize the same building material as the existing structure.

II. SITE DESCRIPTION & USE

The site is 0.23+/- acres and zoned UCD Urban Center District within the Historic Core Sub-district. According to the Franklin County Auditor, the building was originally constructed in 1910 and renovated in 1978. Previous tenants of this property include Wayside Floral, Griffin's Floral, and 24 Main. The lot is located at the intersection of E. Main Street and Second Street, near the ongoing Upper East mixed-use development and Third Street/Market Street projects.

III. EVALUATION

The ARB's review is pursuant to C.O. Section 1157.06 (Architectural Review Overlay District). No environmental change shall be made to any property within the city of New Albany until a Certificate of Appropriateness has been properly applied for and issued by staff or the Board. Per Section **1157.07 Design Appropriateness** and **1169 City Sign Regulations**, the modifications to the building and site should be evaluated on these criteria:

1. *The compliance of the application with the Design Guidelines and Requirements and Codified Ordinances.*
 - Per the city's sign code section 1169.14(a) each building or structure in the Historic Core sub-district shall be allowed three (3) sign types including, but not limited to, projecting, awning and wall signs. The applicant is proposing to install one projecting sign, and a wall sign with the following dimensions.

Wall Sign

- City sign code Chapter 1169.14(d) allows one wall sign per business entrance.
 - a. Area: 4 sq. ft. [meets code]
 - b. Location: Above the front entrance to the building [meets code]
 - c. Lighting: None proposed [meets code]
 - d. Relief: 1 inch [meets code]
 - e. Colors: black and white (total of 2) [meets code]
 - f. Maximum projection: 1 and 5/8 inches [meets code]
 - g. Minimum letter height: 5.88 inches [meets code]

Projecting Sign

- City sign code Chapter 1169.14(h) allows one projecting sign per business entrance.
 - a. Area: 4.51 sq. ft. [meets code]
 - b. Location: Near the front entrance to the building [meets code]
 - c. Lighting: None proposed [meets code]
 - d. Relief: 1 inch [meets code]
 - e. Colors: orange, black, and white (total of 3) [meets code]
 - f. Maximum projection: 30 inches [meets code]
 - g. Minimum clearance: The code requires a minimum 8-foot vertical clearance from the sidewalk. The applicant is proposing to install the projecting sign over a landscape area therefore, staff believes that this requirement is being met.



- Both signs currently read Harvest Pizzeria. The projecting sign is made up of the business logo and the name, and the wall sign is just the business name.
 - The signs are proposed to be made of ACM, the projecting sign is 6MM thick and the wall sign is 3MM thick.
2. *The visual and functional components of the building and its site, including but not limited to landscape design and plant materials, lighting, vehicular and pedestrian circulation, and signage.*
- The proposed sign types are appropriate for the tenant space. Additionally, the signs make the space easily identifiable by both pedestrians and motorists.

3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
 - The proposed signs appear to be located in positions on the building that do not block architectural features. The tenant is utilizing a previous sign location for the projecting sign, and the wall sign is located above the business entrance.
4. *All buildings, structures and sites shall be recognized as products of their own time.*
 - The building is a product of its own time and, as such, should utilize signs appropriate to its scale and style, while considering its surroundings. The proposed signs are designed and scaled appropriately for this tenant space.
5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*
 - Not applicable.
6. *The surface cleaning of masonry structures shall be undertaken with methods designed to minimize damage to historic building materials.*
 - Not applicable.
7. *Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.*
 - It does not appear that the sign will affect the original structure if removed or altered in the future.

IV. SUMMARY

The proposed signs appear to be consistent with the architectural character of the site. Additionally, the signs appear to match the character of the Village Center. Both signs indicate the business name and are identifiable to the traveling public. The proposed sign types also match the surrounding businesses in the Village Center. Both signage locations appear not to affect the original character of the building.

V. ACTION

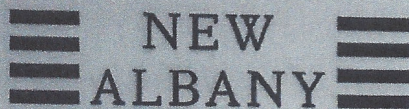
Should the ARB find that the application has sufficient basis for approval, the following motion would be appropriate (conditions of approval may be added):

Move to approve the Certificate of Appropriateness for application ARB-64-2026 (conditions of approval may be added).

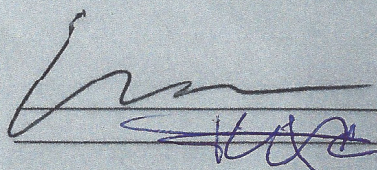
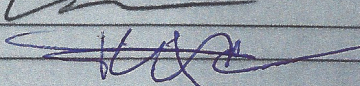
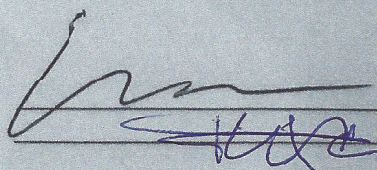
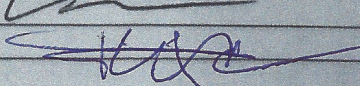
Approximate Site Location:



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.																								
	Site Address <u>24 E Main St, New Albany, OH 43054</u> Parcel Numbers <u>222-000043</u> Acres <u>0.226</u> # of lots created <u>1</u>																								
Project Information	Choose Application Type ☐ Appeal ☐ Extension Request ☒ Certificate of Appropriateness ☐ Variance ☐ Conditional Use ☐ Vacation ☐ Development Plan ☐ Plat ☐ Lot Changes ☐ Minor Commercial Subdivision ☐ Zoning Amendment (Rezoning) ☐ Zoning Text Modification	Description of Request: Update signage to new tenant's business name																							
	<table border="1"> <tr> <th colspan="2">Applicant Information</th> <th colspan="2">Property Owner Information</th> </tr> <tr> <td>Name</td> <td>Jeff Pevec</td> <td>Name</td> <td>Lance White</td> </tr> <tr> <td>Address</td> <td> </td> <td>Address</td> <td> </td> </tr> <tr> <td>City, State, Zip</td> <td> </td> <td>City, State, Zip</td> <td> </td> </tr> <tr> <td>Phone Number</td> <td> </td> <td>Phone Number</td> <td> </td> </tr> <tr> <td>Email</td> <td> </td> <td>Email</td> <td> </td> </tr> </table>		Applicant Information		Property Owner Information		Name	Jeff Pevec	Name	Lance White	Address		Address		City, State, Zip		City, State, Zip		Phone Number		Phone Number		Email		Email
Applicant Information		Property Owner Information																							
Name	Jeff Pevec	Name	Lance White																						
Address		Address																							
City, State, Zip		City, State, Zip																							
Phone Number		Phone Number																							
Email		Email																							
Contacts	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  Date: <u>9/13/26</u> Signature of Applicant  Date: <u>9/14/26</u>																								
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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



*6MM ACM - Main Panel
*1" Thick PVC Logo

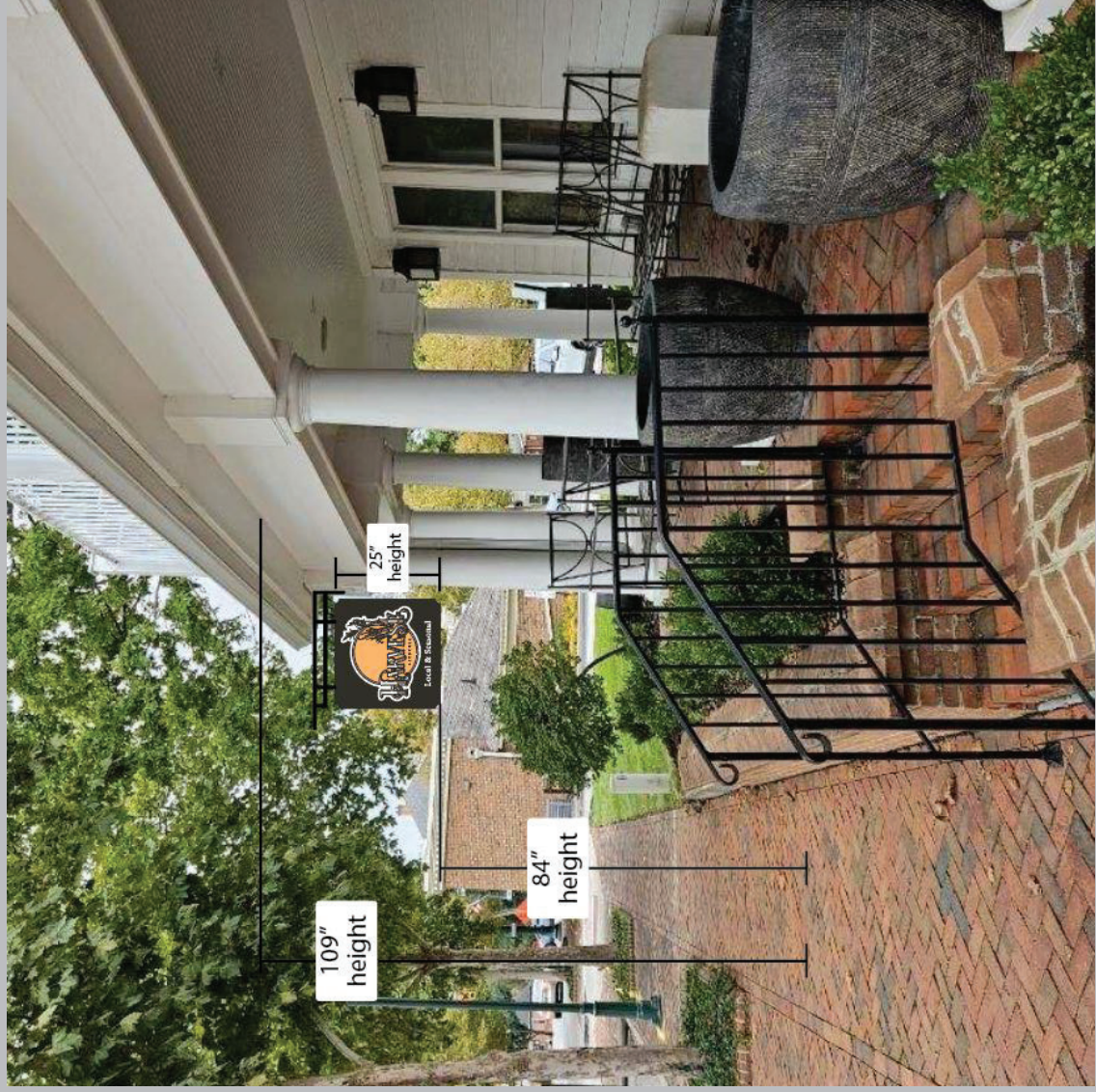
	C - 67%		C - 2%		C - 0%
	M - 62%		M - 31%		M - 0%
	Y - 66%		Y - 63%		Y - 0%
	K - 60%		K - 0%		K - 0%

Description: Grow Restaurants "Hanging Sign" Design Proof

Sign _____ Date 09/25/26

☐ Approved....Please produce project. ☐ Approved with changes....Please make changes and produce project. ☐ Not approved....Please note changes and send another layout.

Please proof all information carefully for accuracy before signing off on the approved design.
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Description: Grow Restaurants "Hanging Sign" Rendering

Sign _____ Date 09/25/26

☐ Approved.... Please produce project. ☐ Approved with changes.... Please make changes and produce project. ☐ Not approved.... Please note changes and send another layout.

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8"
height

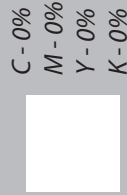
Harvest Pizzeria

72" width

*3MM ACM - Backer Panel

*1/2" White Acrylic Letters

*Letters to be mounted via 1" spacers



Description: Grow Restaurants "Dimensional Letters" Design Proof Sign _____ Date 09/25/26

☐ Approved.... Please produce project.

☐ Approved with changes.... Please make changes and produce project.

☐ Not approved.... Please note changes and send another layout.

Please proof all information carefully for accuracy before signing off on the approved design. This design is property of FASTSIGNS. Any use of the ideas or concepts are strictly prohibited without written consent.



Description: *Grow Restaurants "Dimensional Letters" Rendering* Sign _____ Date 09/25/26

☐ Approved....Please produce project. ☐ Approved with changes....Please make changes and produce project. ☐ Not approved....Please note changes and send another layout.

Please proof all information carefully for accuracy before signing off on the approved design.

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