NEW ALBANY
COMMUNITY CONNECTS US

New Albany Architectural Review Board Meeting Agenda
Monday, November 9, 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: October 12, 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-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

FDM-26-0002 Food Pantry Roof Material FDP Modification
Request to modify the development plan to allow a change in roof material for the Healthy New Albany Food Pantry on 2.82+/- acres at 4295 Harlem Road (PID: 222-005641).
Applicant: F5 Design c/o Todd Parker

VII. Other business

VIII. Poll members for comment

IX. Adjourn

New Albany Architectural Review Board
October 12, 2026 Meeting Minutes - DRAFT

I. Call to order
The New Albany Architectural Review Board held a regular meeting on Monday, October 12, 2026 in the New Albany Village Hall. Chair Hinson called the meeting to order at 7:02 p.m. and asked to hear the roll.

II. Roll call
Those answering the roll:

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

Having five voting members present, the board had a quorum to transact business.
*Council Member Durik attended in place of Council Member Marlene Brisk.

Staff Members Present: City Attorney Ian Bigalk, Planner I Kylie Blackburn, Planner I Jay Henderson, Planner II Sierra Saumenig, Deputy Clerk Madriguera.

III. Action on minutes: September 14, 2026
Chair Hinson asked if there were any corrections to the minutes from the meeting on September 14, 2026.

Hearing none, Board Member Brown moved to approve the minutes. Board Member Davie seconded the motion.

Upon roll call: Mr. Brown yes, Mr. Davie yes, Mr. Hinson yes, Ms. Moore yes, Mr. Strahler abstained from the vote. Having four yes votes, the motion passed and the September 14, 2026 meeting minutes were approved as submitted.

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 was anyone present who wished to be heard for an item not on the agenda. Hearing none, he introduced the first case and asked to hear the staff report.

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

Planner I Henderson delivered the staff report.

Applicant Bill Murphy spoke in support of the application. He distributed a letter of support from AAA Engineering, dated October 11, 2026.

Without objection the letter from AAA Engineering dated Sunday, October 11, 2026 was admitted into the record for ARB-58-2026.

Chair Hinson asked if there was any change to the garage.

Mr. Murphy responded no, and he added that the pool had been removed from the proposal.

Board Member Davie remarked that the spacing of the supports on the west elevation would benefit from equal spacing on both sides.

Mr. Murphy agreed.

Board Member Brown commented that the layout is improved from the original application and he does not have any issues.

Board Member Strahler noted that the previously approved pool was no longer part of the application and asked for the time limit for approval.

Planner I Henderson answered that the board's approval expired after one year.

Hearing no further questions, Chair Hinson moved for approval of the modifications to the certificate of appropriateness for ARB-58-2026 subject to the following condition:

> That the applicant work with the city architect on the spacing of the supports.

Board Member Strahler seconded the motion.

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

The board wished the applicant good luck.

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

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

Planner I Blackburn delivered the staff report.

Applicant Jacob Rovito spoke in support of the application.

Board Member Brown discussed the previously approved ADA ramp and whether it will interfere with the bottom of the sign.

Mr. Rovito explained that the elevation of the door is higher than it appears on the rendering and the sign is over a flower bed.

Board Member Strahler asked what was previously approved because he thought it included a retaining wall.

Planner I Blackburn confirmed Board Member Strahler's recollection of a retaining wall, she explained that the prior approval included the wall and a rail.

Hearing no further questions Chair Hinson moved for approval of a certificate of appropriateness for ARB-63-2026. Board Member Moore seconded the motion.

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

The board wished the applicant good luck.

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

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

Planner I Henderson delivered the staff report.

The applicant was not present.

The board discussed and concluded that the sign should include a white sculpted border, similar to 2 Ea. Main Street. In order to achieve this, the background could be made bigger, or the letters could be made smaller or lower case. There was also discussion of whether the hanging sign should be made consistent. Noting the absence of the applicant, the consensus was that the application should be tabled in order to give the applicant time to make these modifications.

Board Member Brown moved to table the application for a certificate of appropriateness for ARB-64-2026 to allow the applicant the time to modify the sign to include a border. Board Member Moore seconded the application.

Upon roll call: Mr. Brown yes, Ms. Moore yes, Mr. Davie yes, Mr. Strahler yes, Mr. Hinson yes. Having five yes votes the motion passed and the application was laid upon the table.

VII. Other business

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

Planner II Saumenig answered none from staff.

VIII. Adjourn

Hearing no further comment and having completed their agenda, Chair Hinson moved to adjourn the October 12, 2026 meeting of the New Albany Architectural Review Board. Board Member Brown seconded the motion.

Upon roll call: Mr. Hinson yes, Mr. Brown yes, Mr. Strahler yes, Ms. Moore yes, Mr. Davie yes. Having five yes votes the motion passed and the meeting was adjourned at 7:38 p.m.

Submitted by Deputy Clerk Madriguera, Esq.

Appendix
ARB-58-2026
- **Staff Report**
- **AAA Letter**
- **Record of Action**

ARB-63-2026
- **Staff Report**
- **Record of Action – to be added**

ARB-64-2026
- **Staff Report**
- **Record of Action – to be added**

NEW ALBANY
COMMUNITY CONNECTS US

Architectural Review Board Staff Report
October 12, 2026 Meeting

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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.

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.



Previously Approved Modifications

- Section 4(I.B.3) of the DGRs states that additions, accessory structures, and building modifications shall be designed in a way that does not obscure, destroy, or otherwise compromise the character and design of the existing building(s) on the site. Additionally, section 4(I.B.4) of the DGRs Additions, accessory structures, and building modifications shall employ similar materials to those that predominate in existing structures or that are consistent with the character and architectural style of the original building design.
    - The proposed additions of the French doors at the rear of the building will not obscure, destroy, or compromise the character and design of the existing building. The French doors will be an element that adds cohesion between the two main facades of the building as the doors will match what is existing on the front facade along South High Street.
    - The addition of the extended deck will visually create symmetry for this portion of the structure. The deck will also not affect any existing building features, as the beams will be installed in blank spaces along the rear facade.

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.*
    - Not applicable.

3. *The distinguishing original qualities or character of a building, structure, site and/or its environment shall not be destroyed.*
    - The original qualities and character of the existing structure will not be destroyed, as the applicant proposes to replace the existing first-floor windows with French doors that match the front facade. Additionally, the applicant is proposing an extension of the deck with iron guardrails above the rear entrance of the structure.

4. *All buildings, structures and sites shall be recognized as products of their own time.*
    - The addition is sensitive to the existing character and uses materials and colors that complement or match the existing building.

5. *Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be created with sensitivity.*

- 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

NEW ALBANY

DEVELOPMENT

Community Development Department

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

Dear Bill Murphy,

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

The Record of Action does not constitute a permit or licese to constuct, 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 1 (614) 939-2254 with any questions.

Thank you.

NEW ALBANY

DEVELOPMENT

Community Development Department

Decision and Record of Action

Tuesday, October 13, 2026

The New Albany Planning Commission took the following action on 10/12/2026.

Certificate of Appropriateness

Location: 11 S. High St
Applicant: Bill Murphy
Application: PLARB20260058
Request: Certificate of Appropriateness to allow exterior modifications at 11 South High Street
Motion: To approve

Commission Vote: Approved w/ Conditions, 5-0

Result: Certificate of Appropriateness, PLARB20260058 was Approved w/ Conditions, by a vote of 5-0.

Recorded in the Official Journal this Tuesday, October 13, 2026

Condition(s) of Approval: 1. The applicant works with the city architect on the spacing of the supports.

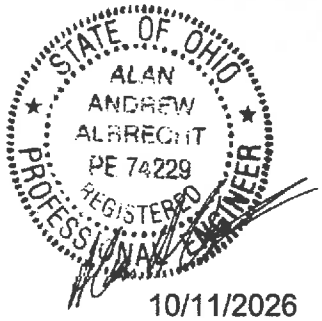
Staff Certification:

Javon Henderson

Javon Henderson
Planner

10/12/26 (W)

AAA Engineering, LLC



Sunday, October 11, 2026

To: Building Official

Re: 11 S. High St, New Albany, OH

10/11/2026

AAA Engineering was hired to provide a structural review of the existing building for a proposed renovation at the property listed above. Below is a summary of my findings, along with directions for the contractor to follow during construction.

A jobsite visit was conducted on the afternoon of October 9th, 2026, to determine the existing conditions and scope of work. The existing structure was constructed in the mid-1840's and is a two-story mixed-use building. The scope of work focuses on the rear elevation where the owner plans to installed three (3) new exterior doors up to 48" wide. The existing wall is two-wythe brick and supports the shed roof above. The new doors are to have an arched top to maintain the style of the existing openings throughout the structure.

The existing brick extends not more than 16" above the low end of the arch. The roof has a 12' projection from the upper end bearing. Based on these loading parameters, the new openings shall be supported by a curved double angle. Due to the arch, the steel angle will need to be fabricated to match the opening radius. The structural member shall be a double angle with dimensions of 3 ½"x3 ½"x ¼" with the vertical legs can be installed back-to-back and slid in between the two wythe's of brick. The vertical leg of the lintel shall maintain the 3 ½" height along the length of the member. In addition to the arched section, a flat, 3" long section of steel shall be installed at each end of the angle for bearing on the structural brick wall. Any removal of the existing bricks to allow for the installation of the steel lintel may be reinstalled to enclose the structure and maintain the existing aesthetics.

In addition to the above directions, the contractor is to follow all local building codes. The contractor is responsible to determine the best means of installation. All existing framing shall be temporarily supported until the permanent framing is installed and secured. All framing should be verified to match the assumptions in this letter prior to installation of the new members. If conditions differ from those described in this letter, contact the engineer immediately before proceeding.

If you require additional information, please feel free to contact me at (614)383-8022.
Alan Albrecht, P.E.

phone: (614)-383-8022 | PO Box 1038, New Albany, OH 43054 |

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

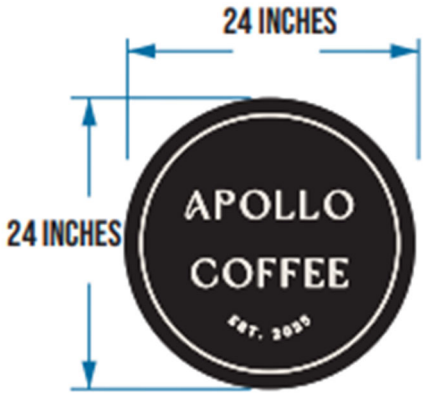
A. Certificate of Appropriateness

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)

- 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:
  a) Area: 4 square feet [meets code]
  b) Lighting: None proposed [meets code]
  c) Relief: 1.26 inches [meets code]
  d) Colors: Black and white [meets code]
  e) Projection: 30 inches [meets code]
  f) 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. <u>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*).</u>



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 CONNECTS US

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 locatedabove 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

NEW ALBANY
COMMUNITY CONNECTS US

Architectural Review Board Staff Report
November 9, 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 October 14, 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.

The application was recently tabled during the October 12, 2026 Architectural Review Board meeting at the request that the applicant revise the signage to include borders similar to other signs in the Village Center. The applicant has updated the signs to include the requested material in this report and is evaluated below.

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

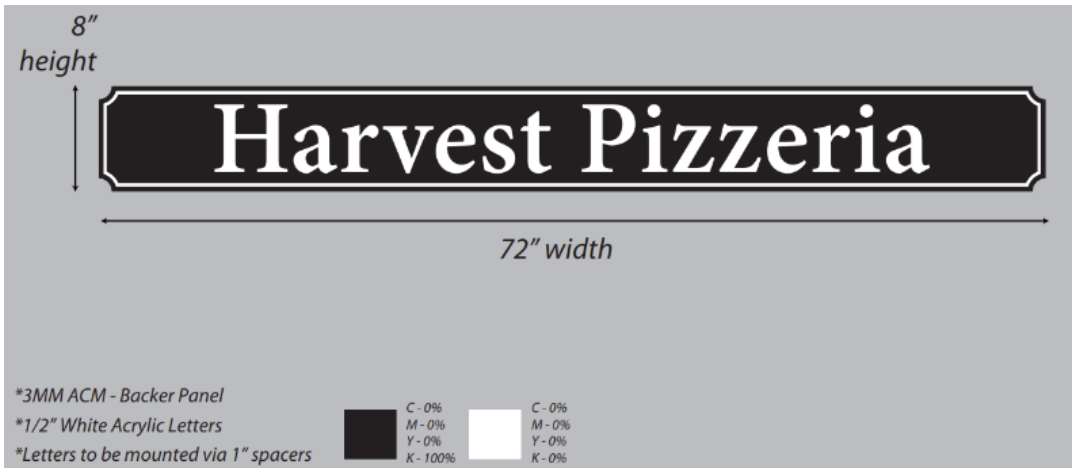
The ARB's review is pursuant to C.O. Section 1157.06 (Architectural Review Overlay District). No environmental change shall be made to any property within the city of New Albany until a Certificate of Appropriateness has been properly applied for and issued by staff or the Board. Per Section **1157.07 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.

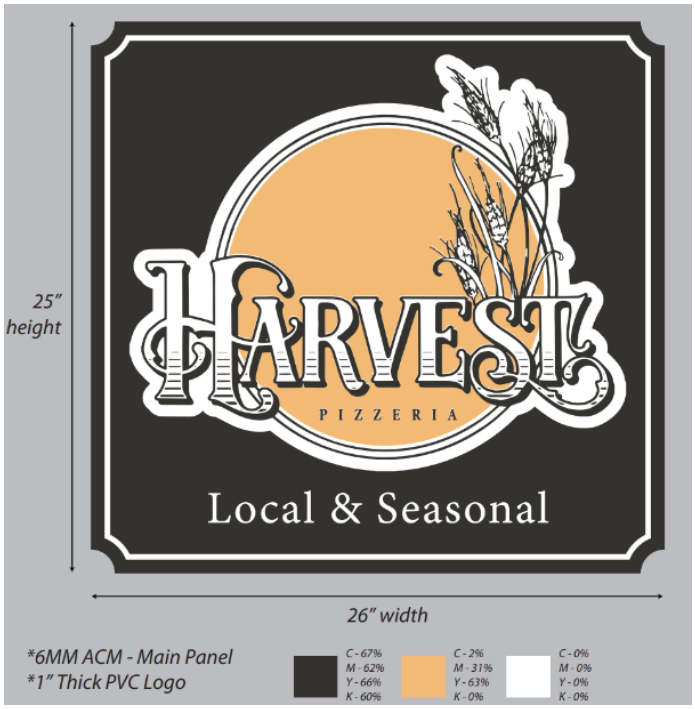
Wall Sign

- 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. Both signs indicate the business name and are identifiable to the traveling public. The applicant has incorporated additional design elements into the signage to better align with the established signage character of the Village Center. 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

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 24 E Main St, New Albany, OH 43064

Parcel Numbers 222-000043

Acres 0.226 # of lots created 1

Choose Application Type		Description of Request:
☐ Appeal	☐ Extension Request	Update signage to new tenant's business name
☒ Certificate of Appropriateness	☐ Variance	
☐ Conditional Use	☐ Vacation	
☐ Development Plan		
☐ Plat		
☐ Lot Changes		
☐ Minor Commercial Subdivision		
☐ Zoning Amendment (Rezoning)		
☐ Zoning Text Modification		

Contacts

Applicant Information		Property Owner Information	
Name	Jeff Pevec	Name	Lance White
Address	4440 Reynolds Dr Ste 101	Address	90 WILLET AVE
City, State, Zip	Hilliard, OH 43026	City, State, Zip	Naples, FL 34108
Phone Number	614-607-3322	Phone Number	614 206 1999
Email	jeff.pevec@fastsigns.com	Email	

Signature

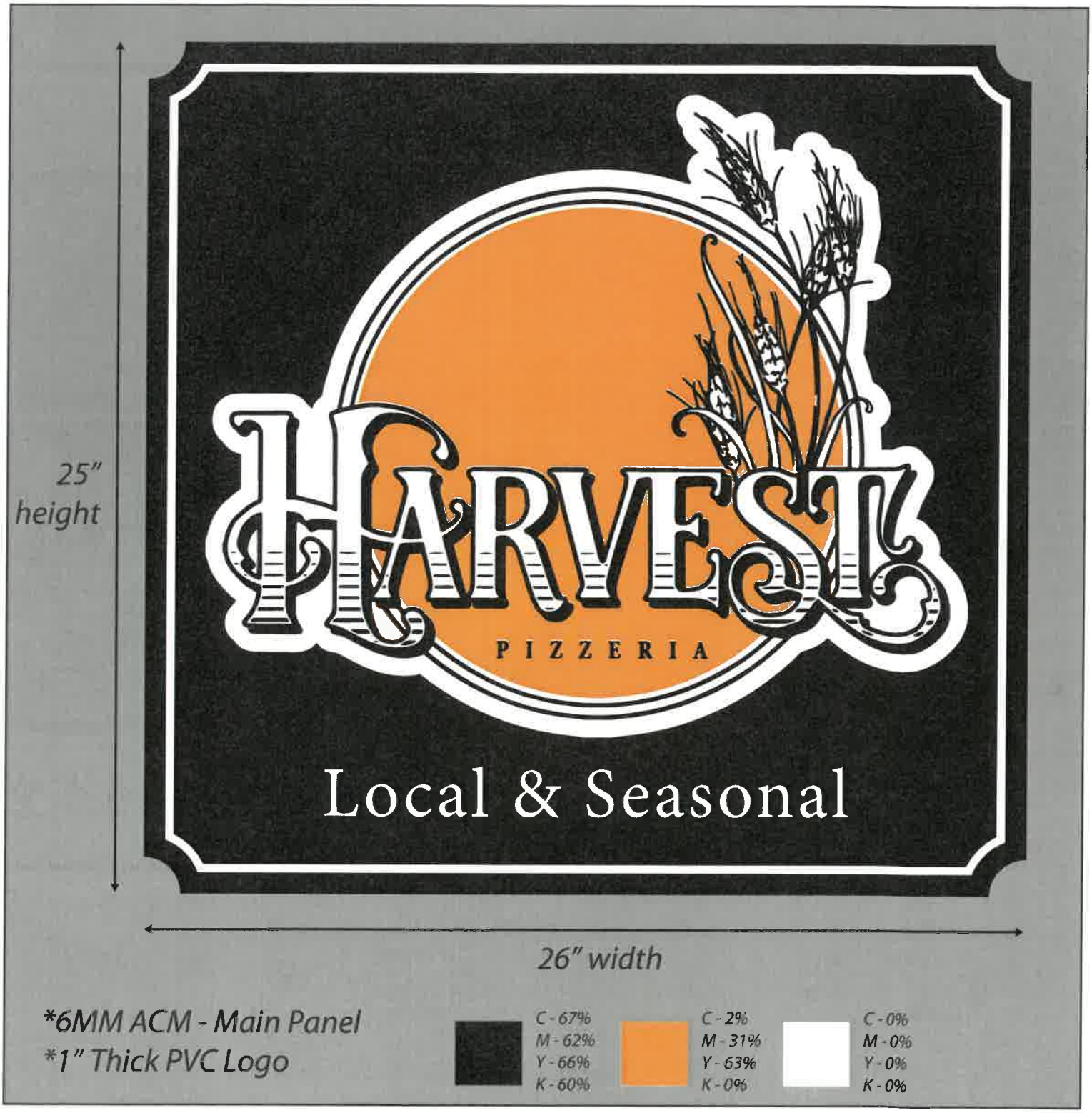
Site visits to the property by City of New Albany representatives are essential to process this application. The Owner/Applicant, as signed below, hereby authorizes Village of New Albany representatives, employees and appointed and elected officials to visit, photograph and post a notice on the property described in this application. I certify that the information here within and attached to this application is true, correct and complete.

Signature of Owner _____ Date: 9/13/26

Signature of Applicant _____ Date: 9/14/26

FASTSIGNS
Make Your Statement™

FASTSIGNS HILLIARD • 4440 Reynolds Dr. Ste 101 • Hilliard, OH 43026
PHONE - 614-710-1312 • EMAIL - 2255@fastsigns.com



Description: *Grow Restaurants "Hanging Sign" Design Proof* Sign _____ Date *10/14/26*

☐ 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.

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PHONE - 614-710-1312 • EMAIL - 2255@fastsigns.com



Description: *Grow Restaurants "Hanging Sign" Rendering*

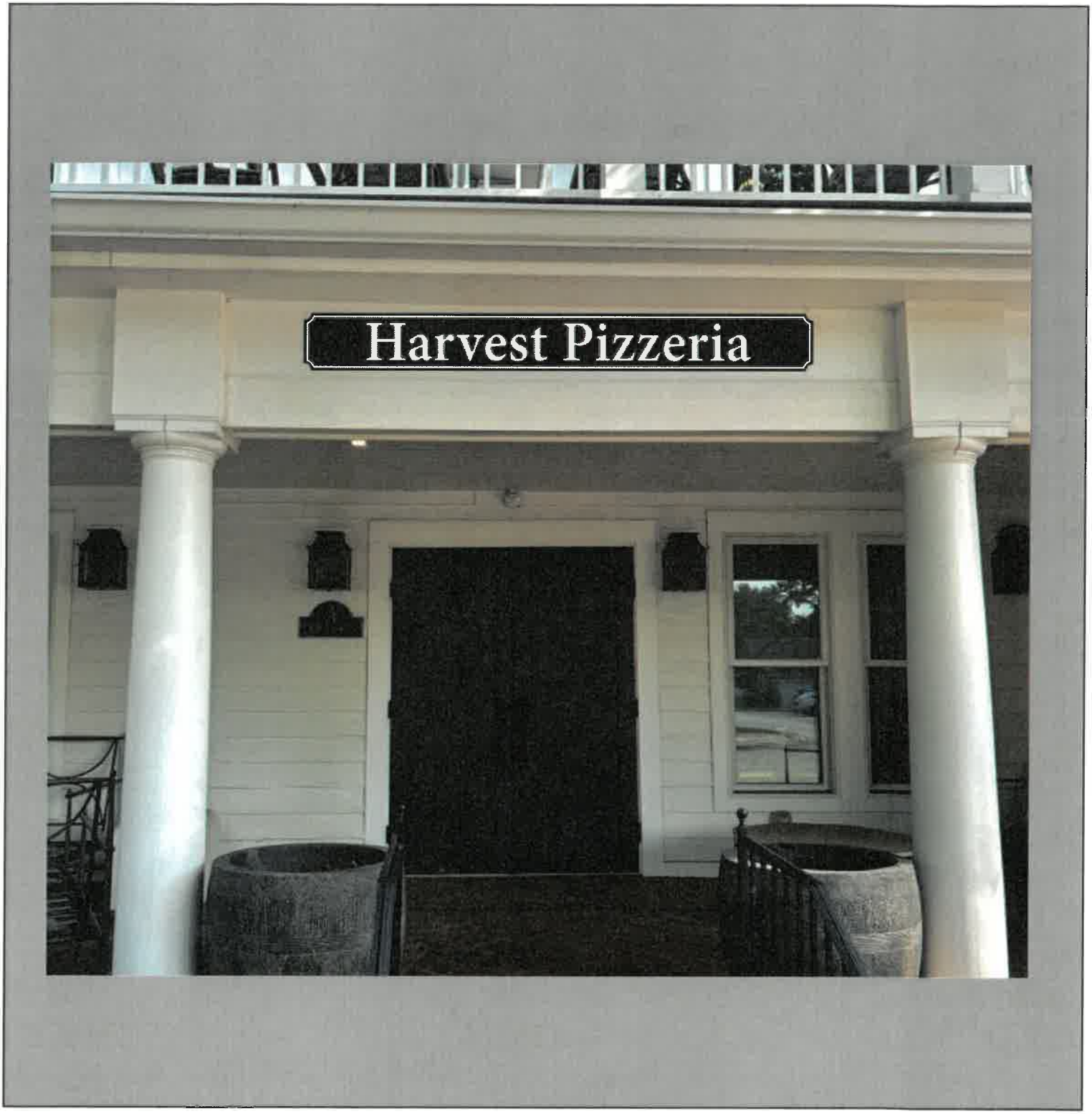
Sign _____ Date *10/14/26*

☐ 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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PHONE - 614-710-1312 • EMAIL - 2255@fastsigns.com



Description: *Grow Restaurants "Dimensional Letters" Rendering* Sign _____ Date *10/14/26*

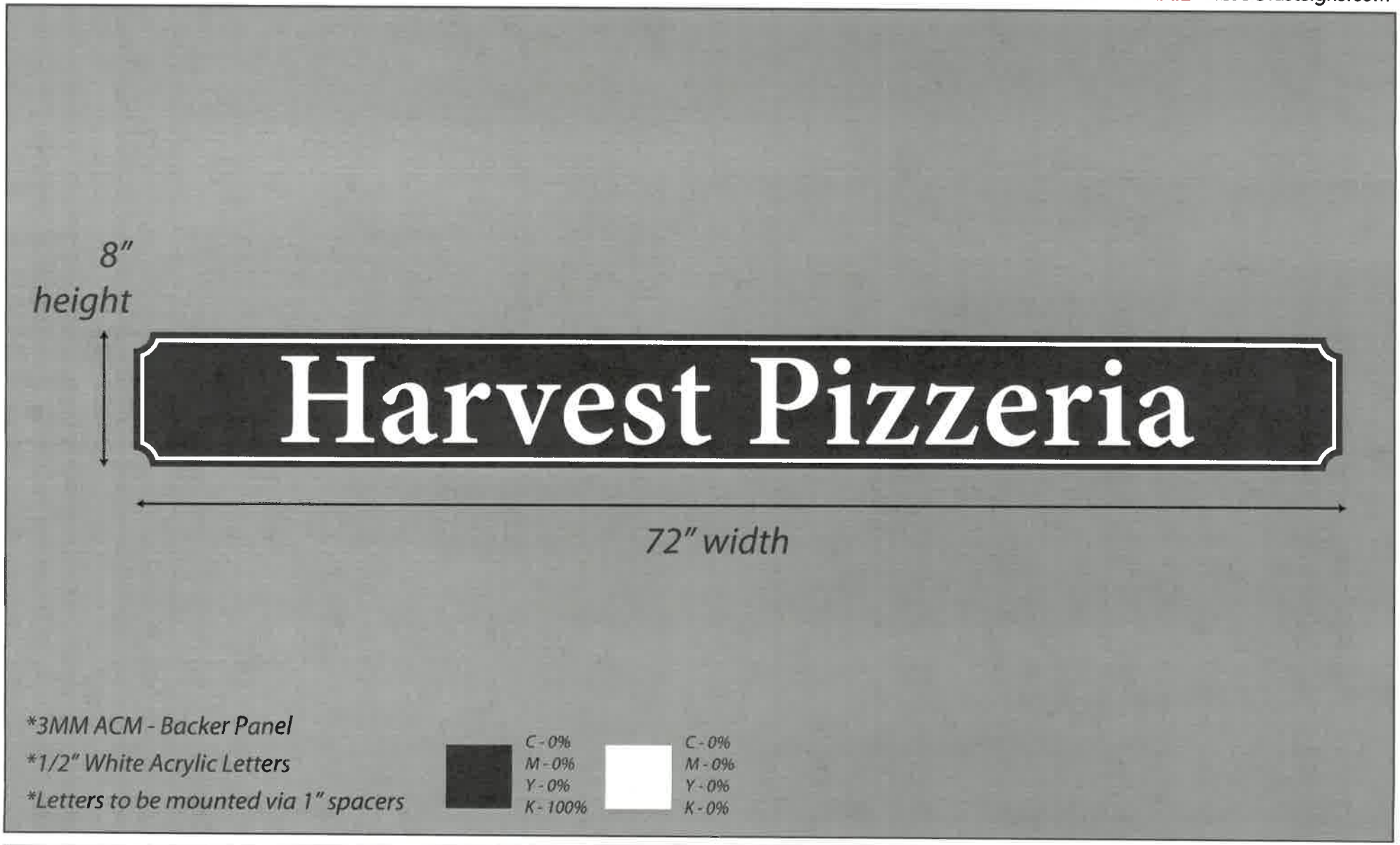
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Please proof all information carefully for accuracy before signing off on the approved design. This design is property of FASTSIGNS. Any use of the ideas or concepts are strictly prohibited without written consent.

NEW ALBANY
COMMUNITY CONNECTS US

To: Architectural Review Board

From: City Staff

Re: FDM-26-0002 – Healthy New Albany Food Pantry Final Development Plan Modification

Date: November 9, 2026

REQUEST

The New Albany Design Guidelines and Requirements (DGRs) Section 8(III)(1) requires civic and institutional projects to submit a development plan for review by the Architectural Review Board. The Healthy New Albany Food Pantry final development plan (FDP-88-2025) was recommended for approval with conditions by the Architectural Review Board on March 9, 2026, and approved with conditions by the Planning Commission on March 16, 2026. The approximately 2.82-acre site is located in the New Albany Presbyterian Church I-PUD zoning district at 4295 Harlem Road (PID 222-005641), adjacent to the Rose Run Presbyterian Church.

The applicant is requesting a change to the approved development plan. As the city code is silent on major versus minor final development plan modifications, any change is required to be re-reviewed and approved; additionally, the city code identifies changes in both material and appearance as a major environmental change. In addition to review by the Architectural Review Board, the New Albany Planning Commission is scheduled to evaluate this application at its hearing on November 16, 2026.

The applicant is requesting to change the material of the roof from standing-seam metal to asphalt shingle. The applicant specifically proposes the use of GAF Timberline UHDZ shingles in the Charcoal color. This roof type and color have been used extensively around the city.

Charcoal-colored asphalt shingles are permitted for roofs in the city. The New Albany Design Guidelines and Requirements Section 1(I)(A) establishes "Color [as] an important aspect of design in New Albany," and "historic color palettes…should be used for guidance." Shades of gray and black generally align with historic Georgian roof palettes; additionally, shingles are an appropriate and widely used roof material for both primary and accessory structures. The Rose Run Presbyterian Church, to which the food pantry serves as an accessory use, uses asphalt shingles in the color Slate.

No other changes to the approved development plan are being proposed at this time. The Architectural Review Board shall review the appropriateness of the proposed roof, including its palette of design elements (materials, colors, and ornamentation) and whether it is appropriate to the context, location, and function of the building (DGR 8(III)(1-2)).



Previously approved metal roof



Proposed shingle roof

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

Move to approve final development plan modification FDM-26-0002.

Approximate site location:



Source: NearMap

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 5220 Johnstown Road

Parcel Numbers 222-004475

Acres 3.23 # of lots created

Choose Application Type		Description of Request:
☐ Appeal	☐ Extension Request	COA for the new structure to to change the roof from
■ Certificate of Appropriateness	☐ Variance	Standing Seam Metal to Asphalt Shingle at the Healthy New ALbany
☐ Conditional Use	☐ Vacation	Food Pantry on Harlem Road.
☐ Development Plan		
☐ Plat		
☐ Lot Changes		
☐ Minor Commercial Subdivision		
☐ Zoning Amendment (Rezoning)		
☐ Zoning Text Modification		

Contacts

Applicant Information	
Name	Todd Parker
Address	[redacted]
City, State, Zip	[redacted]
Phone Number	[redacted]
Email	[redacted]

Property Owner Information	
Name	Rose Run Presbyterian Church Inc
Address	[redacted]
City, State, Zip	[redacted]
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: Todd Parker — Digitally signed by Todd Parker Date: 2025.10.10 17:50:46 -04'00' — Date: 16 Oct. 2026

Signature of Applicant: Robert G Armstrong MDiv MA LPCC — Digitally signed by Robert G Armstrong MDiv MA LPCC Date: 2025.10.22 11:44:29 -04'00' — Date: 16 Oct 2026



East View - With Asphalt Shingle Roof

GAF Timberline UHDZ®

Ultra High Definition® Shingles



Millions of families have found shelter under a beautiful, durable, Timberline® roof. Timberline UHDZ® shingles offer a combination of beauty and benefits that goes beyond any other Timberline® shingles.

GAF

We protect what matters most™



Your roof is a promise, an investment, and beyond

Choosing a roof for your home means making a promise of shelter and an investment in security. It means setting high expectations for beauty and durability.

Once you've set your expectations, choosing a Timberline UHDZ® roof is a great way to go beyond.

And that's just the beginning.

Breathtaking beauty that lasts

The beauty of an ultra-premium shingle adds curb appeal to your home for years. Timberline UHDZ® delivers long-lasting beauty, thanks to two features: Dual Shadow Line and UltraMat™ Technology.

Our patented Dual Shadow Line, only available on Timberline UHDZ® shingles, makes that magical sunset moment last all day, giving your shingles a truly unique aesthetic.

Helping the beauty of Timberline® shingles last is GAF time-release algae-fighting technology. Specially engineered capsules are infused with thousands of copper microsites that release copper steadily over time, for long-lasting algae-fighting power. Timberline UHDZ® shingles feature 10% more of those capsules than even our best-selling Timberline HDZ® shingles, for protection so strong it allows GAF to offer a 30-year StainGuard Plus PRO™ Algae Protection Limited Warranty against blue-green algae discoloration.[1]



[1] 30-year StainGuard Plus PRO™ Algae Protection Limited Warranty against blue-green algae discoloration is available only on products sold in packages bearing the StainGuard Plus PRO™ logo. See *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions, and qualifying products.



It’s a shingle that helps your roofer do their best work

LayerLock® Technology strengthens the bond between layers of your Timberline UHDZ® shingles to help your roofer do the best possible job when installing and help you rest easy when the wind is howling.

Here’s how it works:

LayerLock® Technology allows GAF to create the StrikeZone® nailing area — the industry’s widest nail zone — which has delivered 99.9% nailing accuracy in our test.[1]

LayerLock® Technology also powers the industry’s first wind warranty with no maximum wind speed limitation. Timberline UHDZ® shingles are eligible for the WindProven™ Limited Wind Warranty when installed with the required combination of four qualifying GAF accessories.[2]

GAF LAYERLOCK® TECHNOLOGY

GAF WINDPROVEN™ INFINITE WIND SPEED PROTECTION ROOFING SYSTEM LIMITED WARRANTY

[1] Results based on study conducted by Home Innovation Research Labs, an independent research lab, comparing installation of Timberline HD® shingles to Timberline HDZ® shingles on a 16-square roof deck using standard 4-nail nailing pattern under controlled laboratory conditions. Actual results may vary.

[2] 15-year WindProven™ Limited Wind Warranty on Timberline UHDZ® shingles requires the use of GAF starter strips, roof deck protection, ridge cap shingles, and leak barrier or attic ventilation. See *GAF Roofing System Limited Warranty* for complete coverage and restrictions. Visit gaf.com/LRS for qualifying GAF products. For installations not eligible for the *WindProven™ Limited Wind Warranty,* see *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions.

A shingle that has been enhanced at its core

Timberline UHDZ® is the culmination of several technological enhancements that help this shingle go beyond. UltraMat™ is one of those improvements. It helps make this shingle an excellent choice when considering the effects of impacts.

UltraMat™ high-performance fiberglass mat technology enhances the shingle at its core and achieves UL2218 Class 4 impact-resistance rating.[1]

gaf.com/uhdz4

GAF
ULTRAMAT™
HIGH-PERFORMANCE MAT

[1] UL 2218 Class 4 Impact-Resistance Test performed under controlled laboratory conditions. GAF makes no express or implied warranty about the impact performance of this product against hail. Hail damage is not covered under the limited warranty.

* Only Timberline UHDZ® shingles manufactured in select plants, sold in packages bearing the Ultramat™ high-performance mat logo and UL2218 Class 4 Classification statement are rated for Class 4 impact resistance. Visit gaf.com/UHDZ4 for information.



Charcoal

Charcoal is the most neutral of shades and works wonderfully with blues, grays, whites, yellow, gold, sage, and green.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.

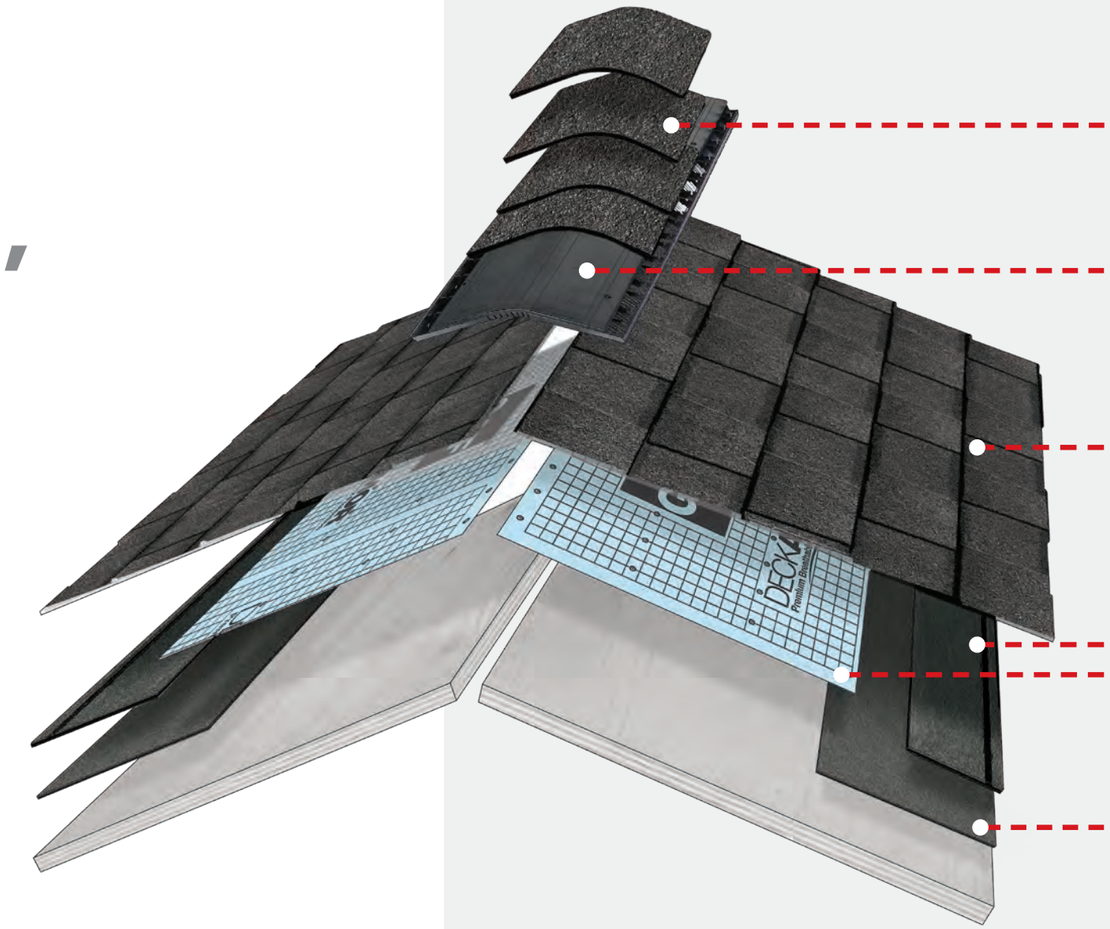


It's a system, built to protect

A Timberline UHDZ® roof is so much more than shingles. It's layers of protection, working together to help keep your home safe from rain, snow, sun, and wind.

In fact, installing 4 qualifying GAF accessories — GAF starter strips, roof deck protection, ridge cap shingles, and either leak barrier or attic ventilation — in one roof system makes Timberline UHDZ® shingles eligible for the WindProven™ Limited Wind Warranty.[1]

Visit **gaf.com/LRS** for qualifying GAF products.



The GAF Lifetime† Roofing System

6 — **Ridge Cap Shingles**
Helps defend against leaks at the hips and ridges

5 — **Attic Ventilation**
Helps reduce attic moisture and heat

4 — **Lifetime Shingles†**
Helps beautify and protect for years to come

3 — **Starter Strip Shingles**
Helps guard against shingle blow-offs

2 — **Roof Deck Protection**
Helps shield the roof deck from moisture infiltration

1 — **Leak Barrier**
Helps prevent leaks caused by wind-driven rain and ice dams

Install any GAF Lifetime† shingle and at least 3 qualifying GAF accessories and get a Lifetime† Limited Warranty on your qualifying GAF products plus non-prorated coverage for the first 10 years. For even stronger coverage, ask your GAF certified contractor[2] about enhanced GAF warranties.

GAF LIFETIME† LIMITED WARRANTY TERM

[1] 15-year WindProven™ Limited Wind Warranty on Timberline UHDZ® shingles requires the use of GAF starter strips, roof deck protection, ridge cap shingles, and leak barrier or attic ventilation. See *GAF Roofing System Limited Warranty* for complete coverage and restrictions. Visit gaf.com/LRS for qualifying GAF products. For installations not eligible for the *WindProven™ Limited Wind Warranty,* see *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions.

† Lifetime refers to the length of warranty coverage provided and means as long as the original individual owner(s) of a single-family detached residence [or eligible second owner(s)] owns the property where the qualifying GAF products are installed. For other owners/structures, Lifetime coverage is not applicable. Lifetime coverage on shingles requires the use of GAF Lifetime shingles only. See the *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions. Visit gaf.com/LRS for qualifying GAF products. Lifetime coverage on shingles and accessories requires the use of any GAF Lifetime shingle and at least 3 qualifying GAF accessories. See the *GAF Roofing System Limited Warranty* for complete coverage and restrictions. For installations not eligible for the *GAF Roofing System Limited Warranty,* see the *GAF Shingle & Accessory Limited Warranty.* Visit gaf.com/LRS for qualifying GAF products.

[2] Contractors enrolled in GAF certification programs are not employees or agents of GAF, and GAF does not control or otherwise supervise these independent businesses. Contractors may receive benefits, such as loyalty rewards points and discounts on marketing tools from GAF for participating in the program and offering GAF enhanced warranties, which require the use of a minimum amount of GAF products. Your dealings with a Contractor, and any services they provide to you, are subject to the *Contractor Terms of Use.* Visit gaf.com/gaf-contractor-terms-of-use for details.

GAF Timberline UHDZ®
Ultra High Definition® Shingles

A beauty and a beast



©2024 GAF • RESUHD1OF 04-1-24

How tough is Timberline UHDZ®? It achieves UL 2218 Class 4 impact resistance — the highest rating — thanks to UltraMat™ fiberglass reinforced mat technology that enhances the shingle at its core.[1] And with that toughness comes the beauty of our patented Dual Shadow Line and long-term benefit of our time-release algae-fighting technology.

Learn more at gaf.com/uhdz4

A standard INDUSTRIES COMPANY

We protect what matters most™

GAF

[1] Timberline UHDZ® shingles are not warranted to withstand hail damage. UltraMat™ is only available in select Timberline UHDZ® shingles.