New Albany Planning Commission Meeting Agenda
Monday, March 16, 2026, 7:00 p.m.

Members of the public must attend the meeting in-person to participate and provide comments at New Albany Village Hall at 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: January 21, 2026

IV. Additions or corrections to the agenda
Administration of oath to all witnesses/applicants/staff who plan to speak regarding an application on tonight's agenda. "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:

FDP-88-2025 Food Pantry Final Development Plan
Final development plan for a new Healthy New Albany food pantry on a portion of 10.99+/- acres of land at 5220 Johnstown Road (PID: 222-004475).
Applicant: Todd Parker

Motion of acceptance of staff reports and related documents into the record for FDP-88-2025.

Motion of approval for application FDP-88-2025 based on the findings in the staff report, with the conditions listed in the staff report, subject to staff approval.

ZC-09-2026 Clover Valley East Zoning District Rezoning
Request for a zoning change from Agricultural District (AG) to Limited General Employment (L-GE) with a limitation text to be known as the "Clover Valley East Zoning District" for 22 parcels comprising 106.4+/- acres of land generally located northeast of and adjacent to the intersection of Jug Street and Clover Valley Road (see next page for list of parcel IDs).
Applicant: Lincoln Property Company, c/o Aaron Underhill, Esq., Underhill & Hodge LLC

Motion of acceptance of staff reports and related documents into the record for ZC-09-2026.

Motion of approval for application ZC-09-2026 based on the findings in the staff report, with the conditions listed in the staff report, subject to staff approval.

VII. Other business

1. **City Code Amendment**: C.O. Chapter 1159
2. **Annual Organizational Meeting**

VIII. Poll members for comment

IX. Adjournment

Clover Valley East Zoning District (ZC-09-2026) Parcel ID Numbers

037-111540-01.009	037-111540-00.004
037-111540-01.008	037-111540-02.000
037-111540-01.007	037-111540-06.000
037-111540-01.006	037-111540-00.000
037-111540-01.005	037-111540-07.000
037-111540-01.004	037-111540-00.001
037-111540-01.003	037-11540-01.000
037-111540-00.009	037-11540-07.001
037-111540-05.000	037-111540-00.005
037-111540-00.008	037-111540-00.010
037-111540-00.007	037-111540-00.006

New Albany Planning Commission
Wednesday, January 21, 2026 Meeting Minutes - DRAFT

I. Call to order

The New Albany Planning Commission held a regular meeting on Wednesday, January 21, 2026. Vice Chair Wallace called the meeting to order at 7:00 p.m. and asked to hear the roll.

II. Roll call

Those answering roll call:

Mr. Wallace	present
Mr. Larsen	present
Ms. Briggs	present
Mr. Kirby	absent
Council Member Wiltrout	present

Having three voting members present the commission had a quorum to transact business.

Staff members: Law Director Albrecht, Planner I Blackburn, Planning Manager Christian, Planner I Henderson, Planner I Sauter, Planner II Saumenig, Engineer I Gara, Deputy Clerk Madriguera.

III. Action on minutes: December 15, 2025

Vice Chair Wallace stated that on page two in the comment attributed to Chair Kirby that the word "about" was misspelled as "abut," and, as abut is a word, the misspelling should be corrected.

Deputy Clerk Madriguera noted the correction.

Hearing no further corrections Commissioner Briggs moved for approval of the December 15, 2025 minutes. Commissioner Larsen seconded the motion.

Upon roll call: Ms. Briggs yes, Mr. Larsen yes, M. Wallace yes. Having three yes votes the motion passed and the December 15, 2025 minutes were approved as corrected.

IV. Additions or corrections to the agenda

Vice Chair Wallace administered the oath to all present who wished to address the commission.

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

Council Member Wiltrout introduced Dr. Saigal who was recently appointed to the commission. Dr. Saigal would be joining the commission on the dais at the next meeting.

The commission welcomed Dr. Saigal and expressed gratitude for her willingness to serve.

V. Hearing of visitors for items not on tonight's agenda
Vice Chair Wallace asked if there were any visitors present who wished to address the commission for an iten not on the agenda. Hearing none he introduced the first case and asked to hear from staff.

VI. Cases:

ZC-80-2025 Fire Station Rezoning
Request for a zoning change from Limited General Employment (L-GE) to Community Facilities (CF) to allow for a proposed fire station on 6.350+/- acres of land generally located at the northwest intersection of State Route 605 and New Albany Road East (Parcel ID: portion of 222-005258).
Applicant: Schorr Architects c/o Nathan Gammella
Presented by Sierra Saumenig

Planner II Saumenig delivered the staff report.

Engineer I Gara delivered the Engineering Comments.

Vice Chair Wallace noted that the staff report did not include the two engineering comments from Section VI of the staff report and suggested that they be added as condition 9. He also asked for details about the lot split, noting that in past situations splitting the lot made developing the remaining land, because of its size or situation, difficult.

Planner II Saumenig agreed that condition 9 should be that the applicant meeting the engineering requirements from C.O. 1159.07(b)(3). She further stated that there would be about six acres in the remaining portion after the lot was split.

Commissioner Briggs confirmed that the property is owned by the New Albany Company.

Vice Chair Wallace asked to hear from the applicant.

Applicant and Architect for the project Nathan Gamella spoke in support of the application.

Vice Chair Wallace opened the public hearing.

Sandra Solano, 6219 Callaway Square West, rose in support of the application and the new fire substation. She explained that she was in opposition to the application when it included the bus station. Since its removal, they are very happy.

Joel Topolosky, Nottingham West, his home will be closest to the new fire station. He is very happy to have the fire substation station there. The Nottingham Community is also happy to have the fire substation in this location. He had traffic concerns in the past and the natural gas lines running through the property. Happy to see the EMT's there.

Bud Zappitelli, neighbor. He is a 30-year resident of Plain Township. He was part of the opposition to the application when it included the bus station. Now that the bus station has been removed from the application, he is fully in support and urged the commission to support the application.

Commissioner Briggs discussed parking. She asked staff and/or the applicant, how many parking spaces are at the current location. She also asked about neighbor notification and whether there has been any feedback.

Chief Connor explained that there are currently 25 spaces. The need for parking is mostly at shift change. They do not anticipate needing more. Expansion will include another building in a different part of the city.

Planner II Saumenig stated letters were sent to residents within 200 feet of the subject property, she noted that there are no homes within Nottingham within that proximity.

Commissioner Briggs congratulated the applicants for their work on this application. She recognized Plain TownshipTrustee Beckett Hill and the other interested parties who worked on this application.

Vice Chair Wallace moved to accept the staff reports and related documents into the record for ZC-80-2025. Commissioner Larsen seconded the motion.

Upon roll call: Mr. Wallace yes, Mr. Larsen yes, Ms. Briggs yes. Having three yes votes, the motion passed and the staff reports and related documents were admitted to the record for ZC-80-2025.

Commissioner Larsen moved for approval of ZC-80-2025 based on the findings in the staff report with the conditions listed in the staff report, subject to staff approval and the following additional condition:

9. That the applicant meets the Engineering Requirements in Code Section 1159.07(b)(3).

Commissioner Briggs seconded the motion.

Upon roll call: Mr. Larsen yes, Ms. Briggs yes, Mr. Wallace yes. Having three yes votes, the motion passed and the application was favorably recommended to the city council.

Council Member Wiltrout – thanked everyone for coming together to make this happen.

Commissioner Larsen thanked the residents for their time.

Vice Chair Wallace remarked that it is not often that the public turns out in support of an application. Thereafter he introduced the next case and asked to hear from staff.

VAR-98-2025 7108 Armscote End Pool Setback Variance
Request for a variance from the West Nine 2 Zoning Text, Subarea C (6)(d)(vii), to reduce the required pool setback from any property line at 7108 Armscote End (PID: 222-004853).
Applicant: Steve Kidwell
Presented by Kylie Blackburn

Planner I Blackburn delivered the staff report.

There were no comments from Engineering.

Vice Chair Wallace asked to hear from the applicants.

Applicant Steve Kidwell owner of Pools by Prime spoke in support of the application. He acknowledged there were alternatives to seeking a variance and explained the reasons why the applicants did not like the alternatives.

Commissioner Larsen asked about the height of the retaining wall and the slope of the lot.

Mr. Kidwell responded that it is 36 inches from grade and that it slopes to the back edge. He further explained that it is not a large pool and that the property owners do not want it to slope toward the steps for safety reasons.

Vice Chair Wallace stated that he had no questions except to point out there is an orientation to place the pool without a variance. The commission is reluctant to grant a variance in circumstances like this.

Mr. Kidwell remarked that this would still require a variance if the pool from east to west.

Vice Chair Wallace responded that when an application for a pool is submitted and it needs a variance no matter what, it means that a pool will not fit.

Commissioner Larsen agreed and continued that it is hard to approve something that does not have to be there.

Planner I Blackburn clarified that a variance would not be needed because the setback is calculated from the water's edge.

Applicant and property owner Corey Heit, rose in support of the application. He clarified that the tall bank of arbor vitae is staying. He explained that they have two children and they are trying to go with a layout that is most visually appealing and the safest. He further remarked that the neighbors are supportive. He thanked the commission and appreciated their consideration.

Vice Chair Wallace asked if anyone from the public was present to comment on the application.

Hearing none, Vice Chair Wallace moved to accept the staff reports and related documents into the record for VAR-98-2025.

Commissioner Briggs seconded the motion.

Upon roll call: Mr. Wallace yes, Ms. Briggs yes, Mr. Larsen yes. Having three yes votes the motion passed and the documents were admitted to the record of VAR-98-2025.

Commissioner Briggs moved for approval of VAR-98-2025 based on the findings in the staff report, with the conditions listed in the staff report, subject to staff approval.

Commissioner Larsen seconded the motion.

Upon roll call: Ms. Briggs yes, Mr. Larsen no, Mr. Wallace no. Having one yes vote and two no votes, the motion failed.

Vice Chair Wallace explained that he voted no because he found that the application did not meet the practical difficulties standard in *Duncan*. Specifically he explained that granting the variance would alter the character of the neighborhood, the applicant would be granted a special privilege over the neigbors, the variance is substantial, alternatives to the variance are available, and the applicant had notice of this condition at the time of purchase.

Commissioner Larsen concurred and stated that there are alternative solutions and that granting this variance would confer a special privilege on the applicant.

The commission thanked the applicant and wished him good luck.

FDP-97-2025 CME Credit Union FDP Extension

Request to extend approval of the final development plan for a CME Credit Union on 2.03+/- acres generally located at the intersection of Beech Road and Smith's Mill Road (PID: 093-106512-00.011).
Applicant: Tom Newcomb
Presented by Lauren Sauter

Planner I Sauter delivered the staff report.

There were no comments from Community Development Engineering.

Vice Chair Wallace asked to hear from the applicants.

Applicant Tom Newcomb with Environmental Design Group stated that he had no additional comments, he just asked that this extension be granted.

Commissioner Briggs clarified that the conditions in the staff report are the existing conditions.

Council Member Wiltrout asked the applicant for details about the delay. She also asked Law Director Albrecht whether there was any showing the applicant had to make.

Mr. Newcomb replied that the general reason was construction uncertainty, but he could not speak more specifically to the reason for the delay as it was before his time with the company.

Law Director Albrecht stated that the commission had to find that the extension supported by good cause.

Vice Chair Wallace remarked that if the commission denies this application for an extension, then the applicant has to begin the process again.

Planning Manager Christian added that the property has transferred to the bank.

Commissioner Briggs confirmed that no construction has happened and asked staff whether this has ever happened. She also asked staff whether the neighbors had contacted the city.

Planning Manager Christian responded that this is uncommon; this may have happened one time, but usually construction begins – even in a modest way.

Planner I Sauter stated that she got a phone call from a neighbor asking what the hearing was about, but there were no negative comments.

Commissioner Briggs continued that she mean no disrespect to the Mr. Newcomb, but she would have liked to hear from the bank; she is concerned that nobody appeared to explain; she asked whether the commission could impose a condition requiring a written construction schedule.

Planning Manager Christian responded that such a condition could be imposed.

Law Director Albrecht added that the commission can put that condition on the application, or the application could be tabled.

Mr. Newcomb explained that the bank wanted to appear but had a schedule conflict.

Commissioner Larsen asked if drawings were submitted, and remarked that he is curious about the commitment.

Vice Chair Wallace explained that the application was approved two years ago, for whatever reason they are not moving forward. His feeling is that if they feel like they need more time, he is inclined to grant it. He does not object to requiring more information but does not need it to move forward. He is willing to impose a condition if the other members wish it.

There was discussion about whether to grant a one year extension, or some other condition. The consensus was that two years was okay but they would like to see progress and Mr. Newcomb should let the bank know that another extension is not a done deal.

Council Member Wiltrout added that it would be helpful to know a bit about how this got to this state.

Vice Chair Wallace asked if there were questions from the public. Hearing none, he closed the public hearing. Thereafter he moved to accept the staff reports and related documents into the record for FDP-77-2025.

Commissioner Larsen seconded the motion.

Upon roll call: Mr. Wallace yes, Mr. Larsen yes, Ms. Briggs yes. Having three yes votes, the motion passed and the staff reports and related documents were admitted to the record for FDP-77-2025.

Commissioner Larsen moved to approve FDP-77-2025 based on the findings in the staff report and the existing conditions, subject to staff approval.

Commissioner Briggs seconded the motion.

Upon roll call: Mr. Larsen yes, Ms. Briggs yes, Mr. Wallace yes. Having three yes votes the motion passed and the extension was granted.

The commission wished the applicant good luck and reminded him to let the property owners know that another extension was not a done deal.

Thereafter, Vice Chair Wallace introduced the final case and asked to hear from staff.

CU-104-2025 The Courtyards at Haines Creek Model Home Conditional Use
Request for conditional use approval of a model home on lot 102 for The Courtyards at Haines Creek on 0.31+/- acres at 5535 Wooster Drive (PID: 222-005486).

Applicant: Kelly Fankhauser c/o Epcon Haines Creek, LLC
Presented by Jay Henderson

Planner I Henderson delivered the staff report.

There were no comments from Community Development Engineering.

Vice Chair Wallace asked to hear from the applicant.

Applicant Kelly Fankhauser thanked Planner I Henderson and the commission and stated that she was prepared to answer questions.

When asked for details, Ms. Fankhauser explained the distinction between a model home and the sales trailer. The model will not be used for sales, it is a demonstration structure. Sales operations will move from the trailer to the clubhouse once it is complete. She further explained that this location was chosen because of its proximity to the clubhouse and community amenities.

When asked whether the team considered using lot 101 instead of 102, acknowledging lot 102's proximity to the Davies' property, she explained that they are courteous and they will be open from 10:00 a.m. – 6:00 p.m. and from 12:00 p.m. – 5:00 p.m. Finally, she requested the duration be extended to three years rather than two as it is a more realistic time frame. Epcon has 13 properties in the permitting process and they plan to sell three per month.

Vice Chair Wallace stated that the commission typically approves two years and he feels like two years is a good number.

The consensus was that two years is a good number for check in.

Vice Chair Wallace opened the public hearing.

Ron Davies, 8200 Central College Road, confirmed that the model home is not for sales. He further confirmed that there would be no change to the lighting plan.

Planner I Henderson stated there will be no change to lighting plan. He also said that the conditional use for the model home at Nottingham Trace was for three years, and it was two years at Woodhaven.

Vice Chair Wallace asked for further questions from the public or the commission. Hearing none, he moved to accept the staff reports and related documents into the record for CU-104-2025. Commissioner Larsen seconded the motion.

Upon roll call: Mr. Wallace yes, Mr. Larsen yes, Ms. Briggs yes. Having three yes votes, the motion passed and the staff reports and related documents were admitted to the record.

Commissioner Larsen moved to approve CU-104-2025 based on the findings in the staff report with the conditions listed in the staff report, subject to staff approval. Commissioner Wallace seconded the motion.

Upon roll call: Mr. Larsen yes, Mr. Wallace yes, Ms. Briggs yes. Having three yes votes, the motion passed and the conditional use was granted.

The commission thanked the applicant and wished her good luck.

VII. Other business

Planner II Saumenig let the commission know that staff would likely cancel the February regular meeting because, due to the holiday weekend, the meeting would be on a Wednesday and was only 10 days prior to the March 2nd informal meeting. The commission welcomed the news.

The commission also thanked Dr. Saigal for attending and stated that they looked forward to her joining the commission at the meeting on March 2nd.

VIII. Poll members for comment

Commissioner Larsen advised Dr. Saigal to enjoy the gap between meetings as they are unusual. The rest of the members agreed.

IX. Adjournment

Having completed the agenda and having no other business, the January 21, 2026 meeting of the New Albany Planning Commission adjourned without objection at 8:30 p.m.

Submitted by Deputy Clerk Madriguera, Esq.

Appendix

ZC-80-2025
- **Staff Report**
- **Record of Action**

VAR-98-2025
- **Staff Report**
- **Record of Action**

FDP-97-2025
- **Staff Report**
- **Record of Action**

CU-104-2025
- **Staff Report**
- **Record of Action**

Planning Commission Staff Report
January 21, 2026 Meeting

PLAIN TOWNSHIP FIRE STATION ZONING AMENDMENT

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

Review based on: Application materials received on October 22, 2025 and December 1, 2025

Staff report completed by Sierra Saumenig, Planner II

I. REQUEST AND BACKGROUND

The applicant requests review and recommendation to city council to rezone approximately 6.350+/- acres to Community Facilities (CF) from Limited General Employment (L-GE). Although the existing parcel comprises approximately 12.72 acres, the applicant intends to split the property and develop only the 6.350-acre portion. The proposed zoning allows for a new fire station which would serve as a substation for the Plain Township Fire Department

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

Per Section 8 of the New Albany Design Guidelines and Requirements, civic and institutional facilities must submit a development plan for review by the Architectural Review Board. This application is scheduled to be heard by the ARB on February 9, 2026.

II. SITE DESCRIPTION & USE

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

III. PLAN REVIEW

Planning Commission's review authority of the zoning amendment application is found under C.O. Chapters 1107.02, C.O. 1111, and C.O. 1151.05. Upon review of the proposed amendment to the zoning map, the Commission is to make recommendation to City Council. Staff's review is based on city plans and studies, proposed zoning text, and the codified ordinances. Primary concerns and issues have been indicated below, with needed action or recommended action in underlined text.

Per Codified Ordinance Chapter 1111.06 in deciding on the change, the Planning Commission shall consider, among other things, the following elements of the case:

(a) Adjacent land use.
(b) The relationship of topography to the use intended or to its implications.
(c) Access, traffic flow.
(d) Adjacent zoning.
(e) The correctness of the application for the type of change requested.
(f) The relationship of the use requested to the public health, safety, or general welfare.
(g) The relationship of the area requested to the area to be used.
(h) The impact of the proposed use on the local school district(s).

A. New Albany Strategic Plan

The Engage New Albany strategic plan lists the following development standards for the Employment Center future land use district:

1. No freeway / pole signs are allowed.
2. Heavy landscaping is necessary to buffer these uses from adjacent residential areas.
3. Plan office buildings within context of the area, not just the site, including building heights within development parcels.
4. Sites with multiple buildings should be well organized and clustered if possible.
5. All office developments are encouraged to employ shared parking or be designed to accommodate it.
6. All office developments should plan for regional stormwater management.
7. All associated mechanical operations should be concealed from the public right-of-way and screened architecturally or with landscape in an appealing manner.
8. Any periphery security should integrate with the existing landscape and maintain and enhance the character of road corridor.
9. Combined curb cuts and cross-access easements are encouraged.
10. The use of materials, colors, and texture to break up large-scale facades is required.

B. Use, Site and Layout

1. The rezoning request is to allow for a new 9,125 sq. ft. fire station that will serve Plain Township and New Albany.
2. The Rocky Fork-Blacklick Accord plan identifies the Walnut Street and State Route 605 area as a likely location for a future fire station, which aligns with the site proposal.
3. Although the existing parcel comprises approximately 12.72 acres, the applicant intends to split the property and develop only the 6.350-acre portion. Staff recommends a condition of approval that the lot split occur prior to the rezoning going into effect (condition #1).
4. The proposed zoning is Community Facilities which permits governmental uses.
5. The Engage New Albany strategic plan designates the area as the Employment Center future land use category. While the site is located in this district, the strategic plan does not offer any development standards for governmental uses. Governmental uses are not a specific land use category identified in the strategic plan. As such, these uses are intended to be integrated throughout the community, and the rezoning assists in accomplishing that goal.
6. The following table includes the required and proposed setbacks for Community Facilities:

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

		Side Yard: 71’ (north side) Rear Yard: 280’
Driveway	10’	50’
Parking Area	50’	71’

7. The existing zoning text requires a minimum pavement and building setback of 125’ which the proposed development is exceeding.

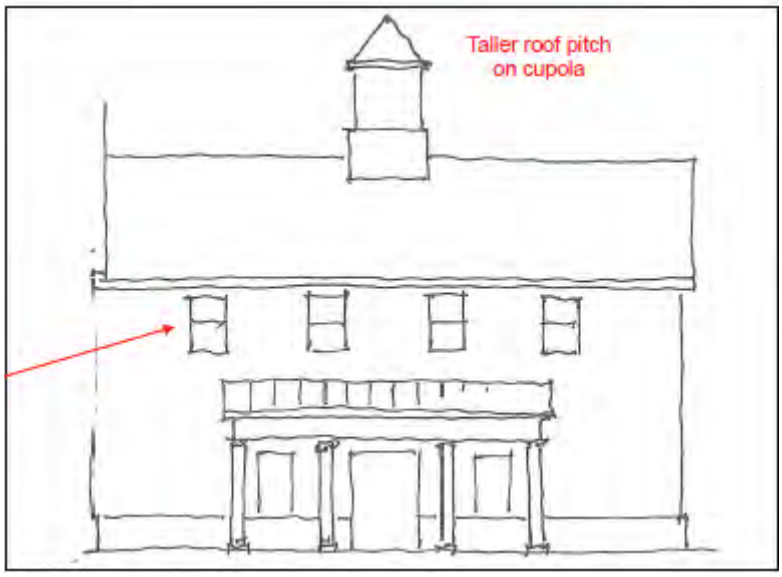
C. Access, Loading, Parking

1. The site is accessed from one proposed curb cut along New Albany-Condit Road.
2. A leisure path along New Albany-Condit Road is required and the applicant is showing that on the site plan. Due to an existing ditch on the north side of the property, the leisure path is proposed to go around the ditch and that is shown on the plans.
3. The applicant is proposing a pedestrian connection from the leisure trail into the site.
4. A four-rail horse fence is required to be installed, and it is shown on the renderings but not on the site plan. <u>Staff recommends a condition of approval that the proposed horse fence is shown on the site plan (condition #2).</u>
5. The city’s codified ordinance does not indicate required parking for fire stations and thus, the Planning Commission has discretion as to how many parking spaces are sufficient for this use. The applicant has provided justification in the narrative statement included in the application packet. The applicant’s justification is as follows:
    - The proposed site plan provides a total of 20 parking spaces, divided between two parking areas located on opposite sides of the building. The west (rear) lot, which is screened from the roadway, includes 12 spaces designated for fire station personnel. The substation operates with six firefighters on duty at any given time across three shifts, totaling 18 firefighters. This operational structure requires a minimum of six parking spaces, with additional spaces necessary to accommodate shift overlap. The east lot provides eight parking spaces dedicated exclusively to community visitors. The number of visitor spaces is based on typical demand observed at comparable fire stations. Separating the parking into two distinct lots improves site circulation, allows visitors to easily identify and access appropriate parking, and maintains clear separation between staff and visitor vehicles.
6. The existing zoning text states that there shall be dedicated right-of-way for New Albany-Condit Road to the city for a distance of 50 feet measured from the centerline. Easements shall be required to be granted prior to the issuance of a building permit in this zoning district adjacent to public street rights-of-way at a distance necessary to accommodate city street capital improvement projects when insufficient right-of-way exists to accommodate these improvements. The applicant is showing the 50’ right-of-way however, <u>staff recommends a condition of approval that the applicant show the required easement, once the necessary dimension is determined during the engineering permit process (condition #3)</u>.
7. The site required a traffic access study and the applicant completed this. <u>Staff recommends a condition of approval that the requirements of the traffic access study are met (condition #4).</u>
    - Add queuing analysis detail: distance from SB SR 605 stop bar at New Albany Road East to fire station driveway.
    - Perform minor clearing & grubbing of west ditch north of driveway to meet sight distance requirements.
    - Provide hard-wired interconnection between fire station button and SR 605/New Albany Road East signal for preemption, plus connection to recommended warning beacon.

D. Architectural Standards

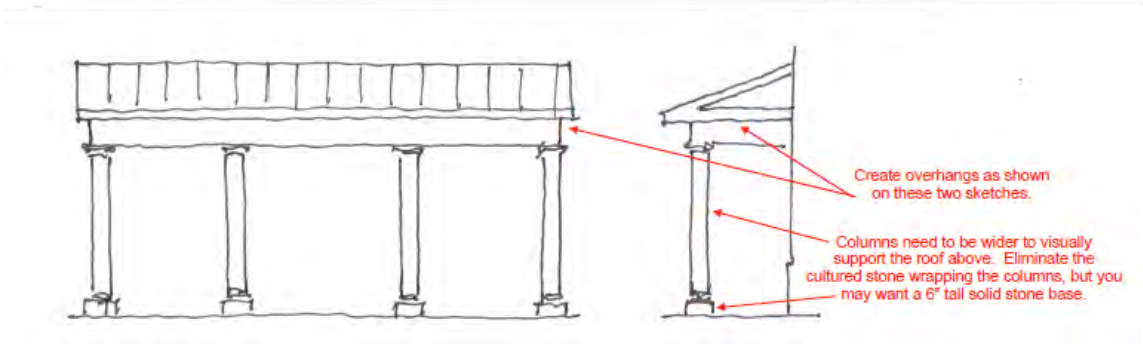
1. Requirements set forth in Section 8 of the Design Guidelines and Requirements apply to this site and the applicant has agreed to meet the requirements of the existing zoning text.

2. Section 8(III.2) of the Design Guidelines & Requirements states the selection of architectural style shall be appropriate to the context, location, and function of the building. Public recreational structures may be appropriately designed using vernacular forms as inspiration, such as a historic barn.
    - The applicant proposes a barn style building including steel wall panels and a stone water table.
3. The existing zoning text states buildings shall be no more than 65 feet and the proposed fire station is 39 feet in height, thus meeting this requirement.
4. Section 8(III.3) of the Design Guidelines & Requirements (DGRs) states in keeping with traditional practice, the entrances to civic and institutional buildings shall be oriented toward primary streets and roads and shall be of a distinctive character that makes them easy to locate. Entrances shall be scaled and detailed to match the scale and detail of interior public spaces.
    - The main entrance of the fire station is oriented towards New Albany-Condit Road.
5. 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 windowpanes. The details and design characteristics of the traditional style selected for a new building shall be carefully studied and faithfully rendered in the new building's design.
    - The proposed building features a varied roof design, vertically proportioned windowpanes, and well-balanced doors integrated into the building facades.
6. The zoning text requires complete screening of elements such as meter boxes, utility conduits, etc. The plan shows ground equipment screened, behind the proposed fire station.
7. The zoning text requires complete screening of all roof-mounted equipment on all four sides of the building using materials that are consistent and harmonious with the building's façade and character. It does not appear there is rooftop equipment proposed on the building.
8. The city architect has reviewed the proposed development and has the following comments below. <u>Staff recommends a condition of approval that the city architect comments are addressed subject to staff approval (condition #5).</u>
    - The two-story gable element at the main entry appears forced and out of character with the front façade. The city architect recommends removing the gable and redistributing the windows to create a more balanced and cohesive façade, generally as illustrated (below).
    - Provide a taller roof pitch on cupola.



    - Create overhangs as shown on the sketch below

- Columns should be wide to visually support the roof above. Eliminate cultured stone wrapping the columns and use a 6' tall solid stone base.
- Align neck of columns.



E. Parkland, Buffering, Landscaping, Open Space, Screening

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

F. Lighting & Signage

1. No signage is proposed at this time. Per the text all signage shall meet the standards set forth in Codified Ordinance 1169 (City Sign Code). Staff recommends a condition of approval that signage be evaluated and subject to staff approval (condition #7).
2. The applicant has submitted a photometric plan and the site has zero or near zero foot candles at the property lines.
3. The applicant submitted lighting specification sheets; however, the proposed height of the parking lot light poles is not clearly identified. The fixtures are proposed to be downcast, which complies with code requirements. Staff recommends a condition of approval requiring that all light poles not exceed 30 feet in height and be constructed of metal with a black or New Albany Green finish (Condition #8).

G. Other Considerations

1. The property owner has submitted a school impact statement which states the proposed rezoning will have no impact on the student population of New Albany Plain Local School District.

IV. ENGINEER'S COMMENTS

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

IV. SUMMARY

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

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

V. ACTION

Suggested Motions for ZC-80-2025:

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

Move to approve application ZC-80-2025 based on the findings in the staff report with the following condition:

1. That the lot split occur prior to the effective date of the rezoning.
2. The proposed horse fence is shown on the site plan.
3. The applicant shows the required easement along New Albany-Condit Road.
4. The requirements of the traffic access study are met.
5. That the applicant meets the revisions from the City Architect.

6. The applicant show the relocated plantings in the northwest corner subject to staff approval.
7. Signage to be evaluated at a later date and subject to staff approval.
8. All light poles to not exceed 30 feet in height and be constructed of metal with a black or New Albany Green finish

Approximate Site Location:

Source: NearMap

NEW ALBANY

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.

99 West Main Street • P.O. Box 188 • New Albany, Ohio 43054 • 614.855.3913 • Fax 939.2234

NEW ALBANY

Community Development Department

Decision and Record of Action

Wednesday, January 28, 2026

The New Albany Planning Commission took the following action on 01/28/2026 .

Zoning Amendment

Location: 7270 NEW ALBANY CONDIT RD
Applicant: Nathan Gammella, Schorr Architects,

Application: PLZC20250080
Request: Request for a zoning change from Limited General Employment (L-GE) to Community Facilities (CF) to allow for a proposed fire station on 6.350+/- acres of land generally located at the northwest intersection of State Route 605 and New Albany Road East
Motion: To Approve

Commission Vote: Motion Approval with Conditions, 3-0

Result: Zoning Amendment, PLZC20250080 was Approval with Conditions, by a vote of 3-0.

Recorded in the Official Journal this January 28, 2026

Condition(s) of Approval:

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

Staff Certification:

Sierra L Saumenig

Sierra Saumenig

Planner

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NEW ALBANY
COMMUNITY CONNECTS US

Planning Commission Staff Report
January 21, 2026 Meeting

7108 ARMSCOTE END
POOL SETBACK VARIANCE

LOCATION:	7108 Armscote End (PID: 222-004853)
APPLICANT:	Steve Kidwell
REQUEST:	Variance to the West Nine 2, Subarea C (6)(d)(vii) to reduce the required pool setback from any property line
ZONING:	West Nine 2 C-PUD (Comprehensive Planned Unit Development)
STRATEGIC PLAN:	Residential
APPLICATION:	VAR-98-2025

Review based on: Application materials received on December 10, 2025

Staff report prepared by Kylie Blackburn, Planner

I. REQUEST AND BACKGROUND

The applicant is requesting a variance to the West Nine 2 Zoning Text to reduce the required 15-foot pool setback to 10 feet for a new pool in the rear yard of the property. This requirement differs from base code 1173.02(c), which requires pools and associated patios to be 15 feet away from any property line.

II. SITE DESCRIPTION & USE

The property is 0.33 acres and contains a single-family home. The lot is located within the New Albany Country Club Section 28 Ebrington. The home was built in 2018. The property is north of Hanbys Loop and west of Ebrington Rd and the New Albany Country Club. The property is surrounded by other residential properties.

III. EVALUATION

The application complies with application submittal requirements in C.O. 1113.03 and is considered complete. The property owners within 200 feet of the property in question have been notified.

Criteria

The standard for granting of an area variance is set forth in the case of Duncan v. Village of Middlefield, 23 Ohio St.3d 83 (1986). The Board must examine the following factors when deciding whether to grant a landowner an area variance:

All of the factors should be considered and no single factor is dispositive. The key to whether an area variance should be granted to a property owner under the "practical difficulties" standard is whether the area zoning requirement, as applied to the property owner in question, is reasonable and practical.

1. *Whether the property will yield a reasonable return or whether there can be a beneficial use of the property without the variance.*
2. *Whether the variance is substantial.*

3. *Whether the essential character of the neighborhood would be substantially altered or adjoining properties suffer a "substantial detriment."*
4. *Whether the variance would adversely affect the delivery of government services.*
5. *Whether the property owner purchased the property with knowledge of the zoning restriction.*
6. *Whether the problem can be solved by some manner other than the granting of a variance.*
7. *Whether the variance preserves the "spirit and intent" of the zoning requirement and whether "substantial justice" would be done by granting the variance.*

Plus, the following criteria as established in the zoning code *(Section 1113.06)*:

8. *That special conditions and circumstances exist which are peculiar to the land or structure involved and which are not applicable to other lands or structures in the same zoning district.*
9. *That a literal interpretation of the provisions of the Zoning Ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the Zoning Ordinance.*
10. *That the special conditions and circumstances do not result from the action of the applicant.*
11. *That granting the variance requested will not confer on the applicant any special privilege that is denied by the Zoning Ordinance to other lands or structures in the same zoning district.*
12. *That granting the variance will not adversely affect the health and safety of persons residing or working in the vicinity of the proposed development, be materially detrimental to the public welfare, or injurious to private property or public improvements in the vicinity.*

IV. ASSESSMENT

Consideration and Basis for Decision

Variance to West Nine 2 C-PUD Zoning Text Subarea C (6)(d)(vii) to encroach into the 15-foot pool setback

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

1. The West Nine 2 C-PUD Zoning Text Subarea C (6)(d)(vii) does not indicate that the patio must be 15 feet off the property line, but rather the pool (water's edge).
2. The applicant seeks to add a pool with associated equipment and landscaping, and a 1200 sq ft patio into the rear of the property. This variance request is to allow the pool to be 10 feet from the side property line.
3. There are no special conditions and circumstances that exist that are specific to this parcel and are not common to other properties in the zoning district. The applicant has shown other versions of the pool layout that would be in compliance or encroach less into the setback. The house and current patio are at least 35.8 feet off the rear property line with a 13.5 foot easement off the rear property line leaving around 22 feet of usable yard depth.
4. The proposed variance could significantly alter the character of the neighborhood or create a substantial detriment to adjacent properties. There are other properties in the area that have pools that are meeting this setback requirement for the water's edge.
    a. The applicant has included 3 different versions of the pool layout:
        i. Option 1 would eliminate the need for the variance but leave the pool less than 2 feet away from the corner of the house.
        ii. Option 2 would have the pool 12 feet away from the side property line, still requiring the variance, but less of an encroachment.
        iii. Option 3 would eliminate the need for a variance, but leave the rear of the pool at the edge of the patio.
    b. There is also the option to change the orientation of the pool which could create other options that would allow the pool to be installed without a variance.

5. The variance does not preserve the spirit and intent of the zoning requirement. The primary purpose of the setback requirement is to ensure adequate separation between uses on adjacent properties. Allowing the water's edge to be closer than permitted would reduce the intended separation between properties.
    a. The lot located south of the subject property has not yet been developed.
    b. However, the proposed project includes the installation of code-compliant pool fencing and additional landscaping, which will enhance privacy and help maintain visual and functional separation between properties.
6. The variance request does appear to be substantial. Allowing this variance could set a precedent for other properties in the area with similar lot configurations and easements, potentially leading to an increase in similar requests.
7. The granting of the variance will not adversely affect the health and safety of persons residing or working in the vicinity of the proposed development, be materially detrimental to the public welfare, or injurious to private property or public improvements in the vicinity.
8. This variance does not negatively impact the delivery of government services.

IV. SUMMARY

The West Nine 2 C-PUD Zoning Text prohibits pools from being located within 15 feet of any property line; however, the applicant is requesting a variance to allow the pool to be located within the required setback. Approval of this variance could establish a precedent for other properties in the area with similar lot configurations and easements, potentially resulting in an increase in similar variance requests. There are no special conditions associated with the subject property, and staff is not aware of any previously approved variances of a similar nature within the same zoning text. While the applicant proposes to install the required pool fencing and provide additional landscaping to help maintain visual separation between adjacent lots and uses, the spirit and intent of the regulation may still not be met. The applicant has demonstrated that alternative design options are available that would reduce or eliminate the encroachment. Additionally, staff has recommended reorienting the pool to allow for installation with minimal or no encroachment.

V. ACTION

Should the Planning Commission find that the application has sufficient basis for approval, the following motion is appropriate.

Move to approve application VAR-98-2025 based on the findings in the staff report (conditions of approval may be added).

Approximate Site Location:

Source: NearMap

NEW ALBANY

Community Development Department

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

Dear Steve Kidwell,

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.

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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.

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NEW ALBANY

Community Development Department

Decision and Record of Action

Friday, January 23, 2026

The New Albany took the following action on 01/21/2026.

Variance

Location: 7108 Armscote End , Unit:65
Applicant: Steve Kidwell

Application: PLVARI20250098
Request: Request for a variance from the West Nine 2 Zoning Text, Subarea C (6)(d)(vii), to reduce the required pool setback from any property line at 7108 Armscote End (PID: 222-004853).
Motion: To Approve

Commission Vote: Motion Denied, 1-2

Result: Variance, PLVARI20250098 was Denied, by a vote of 1-2.

Recorded in the Official Journal this January 23, 2026

Condition(s) of Approval: N/A

Staff Certification:

Kylie Blackburn

Kylie Blackburn
Planner

Planning Commission Staff Report
January 21, 2026 Meeting

CME CREDIT UNION AND CRIMPSON CUP COFFEE SHOP FINAL DEVELOPMENT PLAN EXTENSION

LOCATION:	Located at the southwest corner of Beech Road NW and Smith's Mill Road (PID: 093-106512-00.011)
APPLICANT:	Tom Newcomb
REQUEST:	Final Development Plan Extension
ZONING:	Beech Crossing I-PUD
STRATEGIC PLAN:	Retail
APPLICATION:	FDP-97-2025

Review based on application materials received December 3, 2025.

Original staff report prepared by Chelsea Nichols, Planner
Updated staff report prepared by Lauren Sauter, Planner

I. REQUEST AND BACKGROUND – UPDATE:

The applicant requests extension of the approval of a final development plan for a proposed CME credit union and Crimson Cup coffee shop with drive-throughs located at the southwest corner of Beech Road and Smith's Mill Road.

The Planning Commission approved this application with conditions at its hearing on November 20, 2023 (FDP-77-2023). According to C.O. Section 1159.11, if construction has not begun within two years of approval of the final development plan, all approvals shall be invalidated and canceled, and such two-year period may be extended by the commission for good cause. The applicant requests this extension. The proposed development has not been modified from its original approval; as such, the conditions of approval remain unchanged. The conditions of the original submittal would still apply and should be included in the motion.

The Planning Commission additionally approved an associated variance (VAR-79-2023) to eliminate the requirement that buildings have operable and active front doors along all public and private roads. The variance approval has not expired.

The subject property is zoned for Infill Planned Unit Development (I-PUD) and is located within the Beech Crossing Zoning District, which was reviewed and approved by the Planning Commission on January 22, 2020 (ZC-102-2019).

II. SITE DESCRIPTION & USE

The site is generally located north of State Route 161, south of Smith's Mill Road and west of Beech Road. The site is approximately 2.03 acres and is currently undeveloped. The Planning Commission approved final development plan applications for Duke and Duchess on October 20, 2020; Holiday Inn Express on February 19, 2020; and Taco Bell on August 21, 2023.

The zoning text permits most uses described by C.O. 1149, C-3, Highway Business District. The permitted uses within this zoning district include any use specified as a permitted or conditional use in the C-2 District. As such, although a drive-through for a bank is a conditional use in the C-

2 District, it is considered a permitted use in the C-3 District. The bank, coffee shop, and coffee shop drive-through are all permitted uses for this zoning district as well.

III. EVALUATION

Staff's review is based on New Albany plans and studies, zoning text, and zoning regulations. Primary concerns and issues have been indicated below, with needed action or recommended action in underlined text. Planning Commission's review authority is found under Chapter 1159.

The Commission should consider, at a minimum, the following (per Section 1159.08):

a. *That the proposed development is consistent in all respects with the purpose, intent and applicable standards of the Zoning Code;*
b. *That the proposed development is in general conformity with the Strategic Plan/Rocky Fork-Blacklick Accord or portion thereof as it may apply;*
c. *That the proposed development advances the general welfare of the Municipality;*
d. *That the benefits, improved arrangement and design of the proposed development justify the deviation from standard development requirements included in the Zoning Ordinance;*
e. *Various types of land or building proposed in the project;*
f. *Where applicable, the relationship of buildings and structures to each other and to such other facilities as are appropriate with regard to land area; proposed density may not violate any contractual agreement contained in any utility contract then in effect;*
g. *Traffic and circulation systems within the proposed project as well as its appropriateness to existing facilities in the surrounding area;*
h. *Building heights of all structures with regard to their visual impact on adjacent facilities;*
i. *Front, side and rear yard definitions and uses where they occur at the development periphery;*
j. *Gross commercial building area;*
k. *Area ratios and designation of the land surfaces to which they apply;*
l. *Spaces between buildings and open areas;*
m. *Width of streets in the project;*
n. *Setbacks from streets;*
o. *Off-street parking and loading standards;*
p. *The order in which development will likely proceed in complex, multi-use, multi-phase developments;*
q. *The potential impact of the proposed plan on the student population of the local school district(s);*
r. *The Ohio Environmental Protection Agency's 401 permit, and/or isolated wetland permit (if required);*
s. *The U.S. Army Corps of Engineers 404 permit, or nationwide permit (if required).*

It is also important to evaluate the PUD portion based on purpose and intent. Per Section 1159.02, PUDs are intended to:

a. *Ensure that future growth and development occurs in general accordance with the Strategic Plan;*
b. *Minimize adverse impacts of development on the environment by preserving native vegetation, wetlands and protected animal species to the greatest extent possible*
c. *Increase and promote the use of pedestrian paths, bicycle routes and other non-vehicular modes of transportation;*
d. *Result in a desirable environment with more amenities than would be possible through the strict application of the minimum commitment to standards of a standard zoning district;*
e. *Provide for an efficient use of land, and public resources, resulting in co-location of harmonious uses to share facilities and services and a logical network of utilities and streets, thereby lowering public and private development costs;*
f. *Foster the safe, efficient and economic use of land, transportation, public facilities and services;*

g. *Encourage concentrated land use patterns which decrease the length of automobile travel, encourage public transportation, allow trip consolidation and encourage pedestrian circulation between land uses;*
h. *Enhance the appearance of the land through preservation of natural features, the provision of underground utilities, where possible, and the provision of recreation areas and open space in excess of existing standards;*
i. *Avoid the inappropriate development of lands and provide for adequate drainage and reduction of flood damage;*
j. *Ensure a more rational and compatible relationship between residential and non-residential uses for the mutual benefit of all;*
k. *Provide an environment of stable character compatible with surrounding areas; and*
l. *Provide for innovations in land development, especially for affordable housing and infill development.*

Engage New Albany Strategic Plan Recommendations

The Engage New Albany strategic plan recommends the following development standards for the Retail future land use category:

1. Parking areas should promote pedestrians by including walkways and landscaping to enhance visual aspects of the development.
2. Combined curb cuts and cross access easements are encouraged.
3. Curb cuts on primary streets should be minimized and well-organized connections should be created within and between all retail establishments.
4. Combined curb cuts and cross-access easements between parking areas are preferred between individual buildings.
5. Retail building entrances should connect with the pedestrian network and promote connectivity through the site.
6. Integrate outdoor spaces for food related businesses.

A. Use, Site and Layout

1. The proposed coffee shop with drive-through is a permitted use as a carry-out food and beverage establishment with drive-through facility. The proposed bank is permitted as a personal service. The drive-through associated with the bank is also a permitted use.
2. The applicant proposes to develop a 4,419-square-foot CME credit union and Crimson Cup coffee shop with drive-throughs.
    a. The credit union floor area is 1,309 square feet.
    b. The coffee shop floor area is 894 square feet.
    c. The shared space floor area is 2,216 square feet.
3. The I-PUD zoning text requires the following setbacks from these perimeter boundaries:
    a. Beech Road:
        i. Required minimum: 40-foot pavement and 75-foot building setback.
        ii. Proposed: 41.74+/- foot pavement and 112.24+/- foot building setback—meets code.
    b. Smith's Mill Road:
        i. Required minimum: 55-foot pavement and 75-foot building setback.
        ii. Proposed: 65+/- foot pavement and 135.5+/- foot building setback—meets code.
    c. Internal parcel boundaries (southern and western property lines):
        i. Required minimum: 10-foot pavement and building setback.
        ii. Proposed (western property line): 11.9-foot pavement and 118.9-foot building setback—meets code.
        iii. Proposed (southern property line): 8.5+/- feet pavement and 65-foot building setback. The building setback requirement is met, but the pavement setback requirement is not met. A variance has not been requested. <u>Staff recommends a condition of approval that the site plan be revised so that the pavement is at least 10 feet away from the southern property line at the time of permitting (condition #1)</u>.

d. Outparcel Access Road (Beech Crossing):
   i. Required minimum: 15-foot building and pavement setback.
   ii. Proposed: 50+/- foot pavement (not counting drive aisle to enter the site) and 133+/- foot building setback—meets code.

4. The development site is accessed by a private road, which was reviewed and approved by the Planning Commission on October 21, 2019 (FDP-72-2019). This private road, Beech Crossing, was constructed by another private developer and includes street trees and a sidewalk along the road.
5. According to zoning text section C(1), the applicant is required to install a leisure trail along Smith's Mill Road. The site plan meets this standard by providing an eight-foot-wide leisure trail within the front yard of the lot along Smith's Mill Road.
6. Per zoning text section C(4), the applicant is required to connect into the existing pedestrian circulation system. The applicant is meeting this requirement by providing a direct connection into the future leisure trail along Smith's Mill Road, in addition to the existing leisure trail along Beech Road and the existing sidewalk along Beech Crossing.
7. The zoning text requires that the total lot coverage, which includes all areas of pavement and building, not exceed 80 percent of the total area. The proposed development is at 54 percent lot coverage, thereby meeting this requirement.
8. The Beech Crossing I-PUD zoning text places a limitation on total acreage that can be utilized for retail uses in the Beech Road / Smith's Mill Road area. The intent is to limit retail development to a maximum of 92 acres in this general area. Once 92 acres have been developed with retail uses found in the C-3 and GE zoning districts, the remainder of the land from all of these subareas can only allow non-retail General Employment (GE) zoning district uses listed in their respective zoning texts. This 2.03-acre development is subject to this overall 92-acre retail limitation.

B. <u>Access, Loading, Parking</u>

1. The site is accessed from one full-access curb-cut along Beech Crossing, which is near the southwest corner of the property. The site layout consists of two-way vehicular traffic traveling around three of the four sides of the building and the drive-through on the south side of the building. A dumpster, enclosure, and loading area are located toward the interior of the site, out of view from traffic on Beech Road and Smith's Mill Road. There are pedestrian entrances along Beech Road and Smith's Mill Road as well as on the west elevation.
2. The city engineer comments that the one-way lanes could potentially conflict with southbound circulation and for cars backing out of the first parking space. To remedy this comment, <u>staff recommends a condition of approval that a private traffic circle be added to the site as suggested in the engineering comments and exhibit (and image below). The curb should be six-inch mountable curbs so as to not negatively affect fire truck turning (condition #2)</u>.

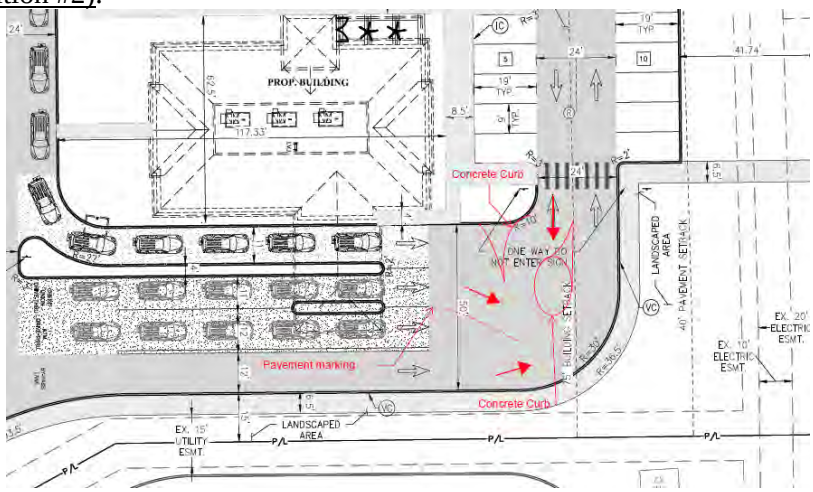


Image: Markup of condition #2.

3. Staff recommends a condition of approval that signage is installed to avoid improper vehicular circulation (i.e. right turns across entry drives in an effort to exit the site onto Beech Crossing). This shall be addressed at the time of permitting, subject to staff approval (condition #3).
4. The city parking code (C.O. 1167) contains the following parking standards for coffee shops associated with a bank use:
    a. The bank requires one parking space per 200 square feet of gross floor area. The credit union area is calculated to be 2,417 square feet (1,309 square feet plus half of the shared floor area, which is 1,108 square feet), which necessitates 13 parking spaces for the credit union.
    b. The coffee shop requires one parking space for each 75 square feet of gross floor area. The coffee shop area is calculated to be 2,002 square feet (894 square feet plus half of the shared floor area, which is 1,108 square feet), which necessitates 27 parking spaces for the coffee shop.
    c. In total, 40 parking spaces are required for the proposed development. The applicant is providing 43 parking spaces.
    d. The bank drive-through requires stacking spaces equal to 80 percent of the required number of parking spaces, which necessitates 11 stacking spaces. The proposal appears to include 11 stacking spaces for the credit union and meets requirements.
    e. The coffee shop drive-through requires stacking spaces equal to 25 percent of the required number of parking spaces, which necessitates seven stacking spaces. The proposal appears to include 10 stacking spaces for the coffee shop and meets requirements.
5. Per C.O. 1167.03(a), the minimum parking space dimensions must be a minimum of nine feet wide and 19 feet long. The applicant is meeting this requirement.
6. Per C.O. 1167.03(a), the minimum maneuvering lane width size must be 22 feet for this development type. The applicant is exceeding this requirement with a 24-foot width.

C. Architectural Standards

1. The purpose of the New Albany Design Guidelines and Requirements (DGR) is to help ensure that the New Albany community enjoys the highest possible quality of architectural design. In addition to architectural standards contained in the zoning text, the site is regulated by DGR Section 6: Commercial Outside Village Center.
2. The zoning text states that retail buildings shall be a minimum of one story and a maximum of two stories in height. This requirement is being met, as the building is a one-story building.
3. The primary building material is brick, which is a permitted building material in the zoning text.
4. Zoning text section E.4(b) states that all rooftop mechanical units must be screened to limit off-site visibility and sound. The applicant meets this requirement.
5. DGR Section 6(I)(A)(4) states that the number, location, spacing, and shapes of window openings shall be carefully considered, particularly for buildings in retail use, and shall impart a sense of human scale. The applicant meets this requirement by designing the windows with consistent spacing and shapes. The number and location of the windows are also appropriate.
6. DGR Section 6(I)(A)(6) states that all visible elevations of a building must receive similar treatments in style, materials, and design so that no visible side is of a lesser character than any other. The applicant is meeting this requirement by using the same materials on all building elevations.
7. C.O. 1149.04 states dumpsters are to be located as to effectively be screened from view. The applicant is meeting this standard.
8. DGR Section 6(I)(A)(12) states that buildings shall have active and operable front doors along all public and private streets. The building fronts onto Smith's Mill Road to the north, Beech Road to the east, and Beech Crossing to the southwest. There is an active and operable front door fronting Beech Road and Smith's Mill Road; however, there is

not an active and operable front door facing Beech Crossing. *The Planning Commission approved a variance to allow no active and operable front doors on the Beech Crossing frontage at its hearing on November 20, 2023, under case VAR-79-2023*.

D. <u>Parkland, Buffering, Landscaping, Open Space, Screening</u>

1. Per Beech Crossing zoning text requirement G(3)(a), a four-board horse fence is required to be installed along Smith's Mill Road. This requirement is met.
2. Per zoning text requirement G(8), a master landscape plan shall be completed as part of the first final development plan that is submitted for a property located west of the previously approved "Outparcel Access Road," which is the existing Beech Crossing. This landscape plan is subject to the review and approval of the city landscape architect. The property owner had submitted the plan, and it had been approved by the city landscape architect ahead of the future Taco Bell site to the west. The landscape standards established along Smith's Mill Road and Beech Road surround the proposed site to the north and east.
3. Per zoning text requirement (G)(3)(b)(i), a minimum of six trees per 100 lineal feet must be installed within the required setback area along Smith's Mill Road and along Beech Road. This requirement is being met.
4. Per zoning text requirement G(3)(c), a minimum 3.5-foot-tall landscape buffer must be provided to screen parking areas along all public rights of way. The proposed landscape plan shows a 3.5-foot-tall landscape buffer along the parking areas that are along public rights of way; therefore, this requirement is being met.
5. Per zoning text requirement G(3)(d), a landscape buffer is required to be installed within the required setback of any interior side parcel line and shall consist of a 10-foot landscape buffer with grass and landscaping and deciduous trees planted at a rate of four trees for every 100 feet of side property line and deciduous shrubs must be planted under the trees. The applicant proposes to install these 10 trees and shrubs along the west side within the 10-foot setback. Therefore, this requirement is being met.
6. Per zoning text requirement G(5), street trees shall be planted at a rate of one tree for every 30 feet of street frontage. Trees shall be regularly spaced along Beech Road and Smith's Mill Road. The proposed landscape plan shows the existing street trees along Beech Road and the proposed nine trees along Smith's Mill Road; therefore, this requirement is being met.
7. Per zoning text requirement G(7), a minimum of one tree for every 10 parking spaces is required, and at least five percent of the vehicular use area shall be landscaped. The applicant is providing 43 parking spaces and is meeting this requirement by providing five trees. In addition, over five percent of the total parking area is landscaped. This requirement is being met.

E. <u>Lighting & Signage</u>

1. Section II(H)(1) of the zoning text requires all parking lot light poles to be downcast and use cut-off type fixtures in order to minimize light spilling beyond the boundaries of the site. The proposed light fixtures match the existing Duke and Duchess site with the development and meets the requirements. In addition, a detailed photometric plan was submitted showing that there is no light spillage from this site.
2. Section II(H)(3) states that all parking lot poles within the entire zoning district shall be black or New Albany Green, be constructed of metal, and not exceed 30 feet in height. Staff recommends this site uses the same black metal poles that are installed at the existing Duke and Duchess site so there is consistent and cohesive lighting within the development. As such, <u>staff recommends a condition of approval that all parking lot light poles are black metal, are to not exceed 30 feet in height, and are subject to staff approval at the time of permitting (condition #4)</u>.
3. The applicant requests to install a drive-through menu board sign for the coffee shop. Drive-through menu board signs are permitted, and code states drive-through menu board signs shall not be visible from the public right-of-way. The development plan shows the drive-through menu board sign on the western side of the site, behind the building; the

sign location meets code.

4. Details for the proposed monument sign have not been provided. Staff recommends a condition of approval that all other sign details be subject to staff approval and must meet code requirements (condition #5). Additionally, staff recommends a condition of approval that should any additional variances needed other than what is included in application VAR-79-2023, they must be subject to the review and approval of the Planning Commission at a later date (condition #6).

Wall Signs

1. The zoning text and C.O. 1169.15(d) permit one wall sign per tenant on each of the building frontages, either on a public or private road, with one square foot in area per linear square foot of building frontage, not to exceed 50 square feet.
2. This building has two tenants and three building frontages. This permits the building to have one wall sign per tenant on each of the three building frontages.
3. Based on the architectural elevations, the applicant proposes one wall sign on the north elevation, four on the west elevation, and two on the east elevation. The west elevation currently shows one sign for the credit union and three signs for the coffee shop, where one sign displays the shop name and the other two identify the drive-through. The western elevation should be revised to show only one sign per tenant, as permitted by code; as such, staff recommends a condition of approval that all signage be revised to meet code requirements, subject to staff approval (condition #5).
4. As shown on the architectural elevation sheets, the following wall signs are proposed. Some details are not specified or do not meet city code requirements; staff recommends a condition of approval that all signage be revised to meet code requirements, subject to staff approval (condition #5). The signage specifications that require revision or specification are underlined.

Smith's Mill Road northern elevation wall sign for CME:

The wall sign reads "CME Federal Credit Union" and features the company logo.

a. Lettering height: information not provided (maximum of 24 inches); see condition #5.
b. Area: information not provided (maximum 50 square feet); see condition #5.
c. Location: northern elevation along Smith's Mill Road—meets code.
d. Lighting: external—meets code.
e. Relief: information not provided (minimum one-inch relief); see condition #5.
f. Projection: information not provided (maximum 18 inches from building); see condition #5.
g. Colors: five—does not meet code (maximum of four colors); see condition #5.
h. Material: information not provided (must meet requirements of C.O. 1169); see condition #5.

Image: North elevation, with one proposed wall sign.

Beech Road eastern elevation wall sign for CME:

The wall sign reads "CME Federal Credit Union" and features the company logo.

a. Lettering height: information not provided (maximum of 24 inches); see condition #5.

b. Area: information not provided (maximum 50 square feet); see condition #5.
c. Location: eastern elevation along Beech Road—meets code.
d. Lighting: external—meets code.
e. Relief: information not provided (minimum one-inch relief); see condition #5.
f. Projection: information not provided (maximum 18 inches from building); see condition #5.
g. Colors: five—does not meet code (maximum of four colors); see condition #5.
h. Material: information not provided (must meet requirements of C.O. 1169); see condition #5.

Beech Road eastern elevation wall sign for Crimson Cup:
The wall sign reads "Crimson Cup coffee & tea."

a. Lettering height: information not provided (maximum of 24 inches); see condition #5.
b. Area: information not provided (maximum 50 square feet); see condition #5.
c. Location: eastern elevation along Beech Road—meets code.
d. Lighting: external—meets code.
e. Relief: information not provided (minimum one-inch relief); see condition #5.
f. Projection: information not provided (maximum 18 inches from building); see condition #5.
g. Colors: two—meets code (maximum of four colors).
h. Material: information not provided (must meet requirements of C.O. 1169); see condition #5.

Image: Eastern elevation, with two proposed wall signs and an address sign.

Beech Crossing western elevation wall sign for CME:
The wall sign reads "CME Federal Credit Union" and features the company logo.

a. Lettering height: information not provided (maximum of 24 inches); see condition #5.
b. Area: information not provided (maximum 50 square feet); see condition #5.
c. Location: facing northern elevation along Beech Crossing—meets code.
d. Lighting: external—meets code
e. Projection: information not provided (maximum 18 inches from building); see condition #5.
f. Relief: information not provided (minimum one-inch relief); see condition #5.
g. Colors: five—does not meet code (maximum of four colors); see condition #5.
h. Material: information not provided (must meet requirements of C.O. 1169); see condition #5.

Beech Crossing western elevation wall sign for Crimson Cup:
The wall sign reads "Crimson Cup coffee & tea."

a. Lettering height: information not provided (maximum of 24 inches); see condition #5.
b. Area: information not provided (maximum 50 square feet); see condition #5.
c. Location: facing eastern elevation along Beech Crossing—meets code.
d. Lighting: external—meets code.

e. Relief: information not provided (minimum one-inch relief); see condition #5.
f. Projection: information not provided (maximum 18 inches from building); see condition #5.
g. Colors: two—meets code (maximum of four colors).
h. Material: information not provided (must meet requirements of C.O. 1169); see condition #5.

Image: Western elevation.

Beech Road eastern elevation address sign

a. Projection: information not provided (maximum six inches); see condition #5.
b. Quantity: one—meets code (one per building).
c. Area: information not provided (maximum four square feet); see condition #5.
d. Width: information not provided (maximum five feet in any direction); see condition #5.
e. Lighting: none—meets code.

IV. ENGINEER'S COMMENTS

The City Engineer has reviewed the application and provided the following comments. These comments can also be found in a separate memo attached to this staff report. Staff recommends a condition of approval that the comments of the city engineer are addressed, subject to staff approval (condition #8).

1. Refer to Exhibit A, note block 1.1.1. Delete the 2023 Specifications note block shown on sheet G.S. and add note 1.1.1 in its place.
2. Refer to sheet C1.01. Show the location of the stop bar and stop sign at the curb cut and provide a cross walk and signage that meets ADA requirements.
3. Refer to Exhibit B. Revise sheet C1.01 in accordance with this Exhibit. Consider mountable curb where concrete curb is proposed.
4. Refer to sheet L1.00. Provide a site distance triangle at the Beech Crossing curb cut and evaluate site distance relative to existing and proposed landscaping. Remove landscaping that may impede motorist view.
5. Provide parking lot lighting photometric analysis for staff review and approval.
6. Provide fire truck turning radius analysis.
7. In accordance with code sections 1159.07 (b)(3) sections Z. and AA, provide documentation indicating that all OPEA or ACOE issues have been addressed.
8. We will evaluate storm water management, water distribution, sanitary sewer collection and roadway construction related details once construction plans become available.

V. SUMMARY

The proposed use is appropriate for this site given its proximity to State Route 161 and the New Albany International Business Park. This site, and the Beech Crossing development, is auto-oriented but still incorporates strong pedestrian connectivity. The use appears to be appropriate and with the revisions the applicant has made to the site plan, the building is appropriately oriented to the public streets.

The Engage New Albany Strategic Plan recommends retail sites have a strong street presence and include architectural and landscaping features that respond to the existing New Albany character. Ensuring a strong street presence that appropriately addresses the intersection is important since the site is located at a prominent gateway into the city and business park. The building orientation has been updated in the current plan to better align with New Albany's principle planning standards found in the city codes and plans.

The building is surrounded by the parking lot, a drive-thru lane and internal drive aisles. With the addition of the traffic circle, vehicles will be able to safely traverse throughout the site, and results in a strong circulation plan. The drive-through appears to be appropriately positioned on the site where it does not interfere with traffic on the rest of the site and will not cause traffic to back up onto the private road. By having a one-way drive aisle on just one side of the building, the site layout provides desirable and convenient circulation.

The updated site plan also provides a strong landscape plan that exceeds code standards. The plan also provides space for a future gateway feature at the corner of this prominent corner of the city.

V. ACTION

Should the Planning Commission find that the application has sufficient basis for approval, the following motion would be appropriate:

Move to approve final development plan application FDP-97-2025, subject to the following conditions:

1. The site plan shall be revised so that the pavement is at least 10 feet away from the southern property line at the time of permitting.
2. A private traffic circle shall be added to the site as suggested in the engineering comments and exhibit. The curb should be six-inch mountable curbs as to not negatively affect fire truck turning.
3. Signage shall be installed to avoid improper vehicular circulation (i.e. right turns across entry drives in an effort to exit the site onto Beech Crossing). This shall be addressed at the time of permitting, subject to staff approval.
4. All parking lot light poles shall match the neighboring Duke and Duchess, be colored black, and not exceed 30 feet in height, and are subject to staff approval at the time of permitting.
5. All sign details are subject to staff approval at the time of permitting and all signage shall be revised to meet code requirements, subject to staff approval.
6. Should any additional variances be needed other than what is included in application VAR-79-2023, they must be subject to the review and approval of the Planning Commission at a later date.
7. The city engineer's comments must be addressed, subject to staff approval.

Approximate Site Location

Source: NearMap

NEW ALBANY

Community Development Department

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

Dear Tom Newcomb,

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.

99 West Main Street • P.O. Box 188 • New Albany, Ohio 43054 • 614.855.3913 • Fax 939.2234

NEW ALBANY

Community Development Department

Decision and Record of Action

Thursday, January 22, 2026

The New Albany Planning Commission took the following action on 01/21/2026 .

Final Development Plan

Location: 2175 Beech Rd NW, New Albany, OH 43054
Applicant: Tom Newcomb

Application: PLFDP20250097 (FDP-97-2025)
Request: To extend approval of the final development plan for a CME Credit Union.
Motion: To approve

Commission Vote: Motion Approved with Conditions, 3-0

Result: Final Development Plan PLFDP20250097 was Approved with Conditions by a vote of 3-0.

Recorded in the Official Journal this January 22, 2026.

Condition(s) of Approval:

1. The site plan shall be revised so that the pavement is at least 10 feet away from the southern property line at the time of permitting.
2. A private traffic circle shall be added to the site as suggested in the engineering comments and exhibit. The curb should be six-inch mountable curbs as to not negatively affect fire truck turning.
3. Signage shall be installed to avoid improper vehicular circulation (i.e. right turns across entry drives in an effort to exit the site onto Beech Crossing). This shall be addressed at the time of permitting, subject to staff approval.
4. All parking lot light poles shall match the neighboring Duke and Duchess, be colored black, and not exceed 30 feet in height, and are subject to staff approval at the time of permitting.
5. All sign details are subject to staff approval at the time of permitting and all signage shall be revised to meet code requirements, subject to staff approval.
6. Should any additional variances be needed other than what is included in application VAR-79-2023, they must be subject to the review and approval of the Planning Commission at a later date.
7. The city engineer's comments must be addressed, subject to staff approval.

Staff Certification:

Lauren Sauter

Lauren Sauter
Planner

Planning Commission Staff Report
January 21, 2026 Meeting

THE COURTYARDS AT HAINES CREEK SUBDIVISION
LOT 102 MODEL HOME CONDITIONAL USE

LOCATION:	5535 Wooster Drive Lot 102 (PID: 222-005486)
APPLICANT:	Kelly Fankhauser c/o Epcon Haines Creek, LLC
REQUEST:	Conditional Use
ZONING:	Courtyards at Haines Creek I-PUD Zoning District
STRATEGIC PLAN:	Residential District
APPLICATION:	CU-104-2025

Review based on: Application materials received December 15, 2025

Staff report completed by Jay Henderson, Planner I

I. REQUEST

The applicant requests conditional use approval for a residential model home to be located on lot 102 within the Haines Creek subdivision. The model is for the Promenade elevation B home type, which is permitted for development in the subdivision. The applicant requests that the conditional use be approved until the final phase of the community has been sold out.

The Planning Commission reviewed the zoning change and preliminary development plan for the property on June 20, 2021 (ZC-07-2023), and the zoning change was adopted by city council on July 18, 2023 (O-84-2023). The Planning Commission approved the final development plan for the subdivision on March 5, 2024 (FDP-87-2023).

II. LOCATION

The Courtyards at Haines Creek subdivision is located at the northwest corner of Jug Street and Central College Road. The site comprises 0.31 +/- acres and is situated west of Wooster Drive and north of McClellan Drive East. The surrounding uses consist of unincorporated property along the western boundary, the subdivision clubhouse to the east, a proposed single-family home lot on the north, and a public road to the south.

III. EVALUATION

General Standards for Conditional Uses (C.O. 1115.03)

The Planning Commission shall not approve a conditional use unless it shall in each specific case, make specific findings of fact directly based on the particular evidence presented to it, that support conclusions that such use at the proposed location shall meet all of the following requirements:

(a) *The proposed use will be harmonious with and in accordance with the general objectives, or with any specific objective or purpose of the Zoning Ordinance.*

(b) The proposed use will be harmonious with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area.

(c) The use will not be hazardous to existing or future neighboring uses.

(d) *The area will be adequately served by essential public facilities and services such as highways, streets, police, and fire protection, drainage structures, refuse disposal, water and sewers, and schools; or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services.*

(e) *The proposed use will not be detrimental to the economic welfare of the community.*

(f) *The proposed use will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.*

(g) *Vehicular approaches to the property shall be so designated as not to create interference with traffic on surrounding public streets or roads*.

Residential model homes. Per Code, these are newly constructed homes or temporary structures placed in a newly constructed subdivision and used by a homebuilder or developer to display home styles and lot availability in a subdivision to promote the sale of new housing units. The model home may be staffed and furnished. *(C.O. 1165.09)*

The criteria and the applicability of this application are detailed below (Section 1165.09(a)):

1. *Appropriate location within the community.*
   The proposed model home is located on lot 102, which is designated as a corner lot. Per the Courtyards at Haines Creek I-PUD zoning text, corner lots shall have enhanced elevations. As shown on the elevations, this criterion is being met with the addition of the shutters. The model home is located near the subdivision entrance, accessible from Central College Road via McClellan Drive East. The proposed location appears to be appropriate as it is easily accessible and identifiable when entering the subdivision. Additionally, the home is across from the community clubhouse and accessible by sidewalks and a leisure trail.

2. *It is integrated in the existing community with customary exterior residential lighting.*
   The home will continue to utilize coach lighting fixtures consistent with the style and architectural features present on the approved home elevations.

3. *The use is approved with limited duration.*
   The applicant states that they would like to utilize the model home until the phase of the development has been sold out. Historically, the Planning Commission has approved conditional uses for other model homes within the community for 1-3 years, depending on the size of the subdivision. Staff recommend the model home approval shall be permitted for two (2) years or until the last lot is sold, and any extension in time is subject to review and approval by the Planning Commission (condition #1).

4. *One sign is permitted.*
   The applicant proposes installing one ground sign, which is evaluated in the staff report below.

5. *Shall not be used as a general real estate brokerage office.*
   The applicant states that the model home will not be used as a general real estate brokerage office.

The Planning Commission is also to consider the following *(1165.09 (b))*:

1. *Hours of operation*
   The model home will operate Monday through Saturday, from 10:00 am to 6:00 pm, and Sunday 12:00 pm to 6:00 pm, which is generally consistent with other model homes that have been approved by the Planning Commission.

2. *Number of employees and maximum number of employees at the site at one time.*

The applicant states that there will be two sales employees at the proposed model home in the subdivision.

3. *Provisions for parking for employees and customers*
   The applicant states that the model home can accommodate four vehicles off-street, with additional parking on-street and at the adjacent clubhouse to the east.

4. *Size, lighting, content and location of signage*
   C.O. 1169.10(e) of the city sign code permits one (1) sign not to exceed 6 square feet in size and no taller than 4 feet. Model home signs are not permitted to be illuminated and must be set back 10 feet from the adjacent street right-of-way. The applicant proposes installing a model home sign with the following dimensions. Staff recommends a condition of approval that the sign's location meets the code requirement found in C.O. 1169.10(e) (condition #2).
   a) Size: 1.75 sq. ft. [meets code].
   b) Height: 1.5 feet [meets code].
   c) Location: The location of the sign's distance is not indicated on the site plan. The sign is required to be set back 10 feet from the street right-of-way per C.O. 1169.10(e).
   d) Lighting: none proposed [meets code].

5. *Landscaping and screening*
   The applicant proposes to install landscaping in landscape beds in front of the home. Additionally, oak trees and an ornamental tree are situated along the front and side property lines, as well as proposed trees and hedges along the side of the home.

IV. SUMMARY

The proposed model home is situated in an appropriate location within the community, with accessibility from the proposed clubhouse, leisure trail, and sidewalk connections. Additionally, the model home meets the zoning text requirements for enhanced elevations for a corner lot home. The operational aspects of the model home are consistent with successfully operating model homes in other New Albany neighborhoods.

V. ACTION

Should the Planning Commission find that the application has sufficient basis for approval, the following motion would be appropriate:

Move to approve application CU-104-2025 with the following conditions, subject to staff approval:

1) The model home approval shall be permitted for two (2) years or until the last lot is sold, and any extension in time is subject to review and approval by the Planning Commission.
2) The model home sign location must meet the code requirements found in C.O. 1169.10(e).

Approximate Site Location:

Source: NearMap

NEW ALBANY

Community Development Department

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

Dear EC New Vision Ohio, LLC,

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.

99 West Main Street • P.O. Box 188 • New Albany, Ohio 43054 • 614.855.3913 • Fax 939.2234

NEW ALBANY

Community Development Department

Decision and Record of Action

Thursday, January 22, 2026

The New Albany Planning Commission took the following action on 01/21/2026 .

Conditional Use

Location: **5535 Wooster Drive**
Applicant: EC New Vision Ohio, LLC,

Application: PLCU20250104
Request: Request for conditional use approval of a model home on lot 102 for The Courtyards at Haines Creek on 0.31+/- acres at 5535 Wooster Drive (PID: 222-005486).
Motion: To approve

Commission Vote: Motion Approved with Conditions, 3-0

Result: Conditional Use, PLCU20250104 was Approved with Conditions, by a vote of 3-0.

Recorded in the Official Journal this

Condition(s) of Approval:

1. The model home approval shall be permitted for two (2) years or until the last lot is sold, and any extension in time is subject to review and approval by the Planning Commission.
2. The model home sign location must meet the code requirements found in C.O. 1169.10(e).

Staff Certification:

Javon Henderson

Jay Henderson
Planner

Planning Commission Staff Report
March 16, 2026 Meeting

HEALTHY NEW ALBANY FOOD PANTRY
FINAL DEVELOPMENT PLAN

LOCATION:	5220 Johnstown Road (PID: 222-004475)
APPLICANT:	Todd Parker
REQUEST:	Final Development Plan
ZONING:	New Albany Presbyterian Church Infill-Planned Unit Development (I-PUD)
STRATEGIC PLAN:	Residential
APPLICATION:	FDP-88-2025

Review based on application materials received February 20, 2026.

Staff report prepared by Lauren Sauter, Planner

I. REQUEST AND BACKGROUND

The applicant requests approval of a final development plan for a Healthy New Albany food pantry. The development proposal includes the 8,460-square-foot building, parking, signage, landscaping, and other features. The food pantry is proposed as an accessory use to the existing Rose Run Presbyterian Church.

Section 8 of the Design Guidelines and Requirements requires civic and institutional buildings to have a final development plan be reviewed by the Architectural Review Board. The Architectural Review Board heard this application at its meetings on January 12, 2026, and March 9, 2026.

Per C.O. 1159.09(h), applicants may submit the preliminary and final development plans as a single application, which the applicant has done for this case. In addition to the recommendation of the Architectural Review Board, the appropriateness of the use is considered as part of the purview of the Planning Commission.

Because the development site is located within an Infill Planned Unit Development (I-PUD), the applicable standards are those outlined in the New Albany Presbyterian Church I-PUD zoning text, the New Albany Design Guidelines and Requirements, and other relevant city code provisions.

II. SITE DESCRIPTION & USE

The subject property currently comprises approximately 10.99 acres of land at the intersection of Johnstown Road and Harlem Road. The property includes the Rose Run Presbyterian Church, of which the food pantry is proposed to be an accessory use. The lot is proposed to be split in a manner such that the church is on the northern portion and the food pantry is on the southern portion of the existing area; the Rose Run Presbyterian Church will retain ownership of both parcels of land. The new parcel will be approximately 2.83 acres and have frontage on Harlem Road.

The full site is abutted by low-density residential uses to its east and southwest, medium-density residential uses to its south, and Comprehensive Planned Unit Development (C-PUD) residential uses in the Lansdowne (New Albany Country Club Section 20) and Waterston (New Albany

Country Club Section 17) subdivisions to the north. The Oakland Nursery is located to the northwest across Johnstown Road.

III. STATEMENT FROM THE CITY ATTORNEY

It is understood that an application to construct a food pantry on the parcel currently owned by the New Albany Presbyterian Church (the "Church") adjacent to the intersection of Johnstown Road and Harlem Road has been submitted for review. In constructing a food pantry, it is recognized the Church will be splitting its lot, but retaining ownership of both parcels. The Church, then, intends on leasing one parcel for the construction and operation of the food pantry. Operation of a food pantry is a permissible "accessory use" of the Church's property. Similarly, a building containing a food pantry is a permissible "accessory building" as defined by the I-PUD Development Standards Text established for the Church's I-PUD Zoning District and the New Albany Code of Ordinances Sections 1105.02(a)-(b). Furthermore, permitting the operation of a food pantry as an accessory use of the Church ensures compliance with the Federal Religious Land Use and Institutionalized Persons Act of 2000 (RLUIPA) which prohibits local governments from imposing a "substantial burden" on and discriminating against religious activity and institutions through land use regulations and zoning.

IV. EVALUATION

Staff's review of this application is based on New Albany plans and studies, zoning text, and zoning regulations. Primary concerns and issues have been indicated below, with needed action or recommended action in <u>underlined text</u>.

Review Process

This final development plan application requires review and approval by both the Architectural Review Board and Planning Commission. Architectural Review Board review is required for civic and institutional projects per Section 8: Civic and Institutional Buildings of the Design Guidelines and Requirements (DGRs).

Planning Commission Review Criteria

The Planning Commission's review authority is found in C.O. Chapter 1159. The Commission should consider, at a minimum, the following (per C.O. Section 1159.08):

a. *That the proposed development is consistent in all respects with the purpose, intent and applicable standards of the Zoning Code;*
b. *That the proposed development is in general conformity with the Strategic Plan/Rocky Fork-Blacklick Accord or portion thereof as it may apply;*
c. *That the proposed development advances the general welfare of the Municipality;*
d. *That the benefits, improved arrangement and design of the proposed development justify the deviation from standard development requirements included in the Zoning Ordinance;*
e. *Various types of land or building proposed in the project;*
f. *Where applicable, the relationship of buildings and structures to each other and to such other facilities as are appropriate with regard to land area; proposed density may not violate any contractual agreement contained in any utility contract then in effect;*
g. *Traffic and circulation systems within the proposed project as well as its appropriateness to existing facilities in the surrounding area;*
h. *Building heights of all structures with regard to their visual impact on adjacent facilities;*
i. *Front, side and rear yard definitions and uses where they occur at the development periphery;*
j. *Gross commercial building area;*
k. *Area ratios and designation of the land surfaces to which they apply;*
l. *Spaces between buildings and open areas;*
m. *Width of streets in the project;*
n. *Setbacks from streets;*
o. *Off-street parking and loading standards;*

p. *The order in which development will likely proceed in complex, multi-use, multi-phase developments;*
q. *The potential impact of the proposed plan on the student population of the local school district(s);*
r. *The Ohio Environmental Protection Agency's 401 permit, and/or isolated wetland permit (if required); and*
s. *The U.S. Army Corps of Engineers 404 permit, or nationwide permit (if required).*

In addition, the Planning Commission should consider the purpose and intent of the Planned Unit Development (PUD) (as outlined in C.O. Section 1159.02):

a. *Ensure that future growth and development occurs in general accordance with the Strategic Plan;*
b. *Minimize adverse impacts of development on the environment by preserving native vegetation, wetlands and protected animal species to the greatest extent possible;*
c. *Increase and promote the use of pedestrian paths, bicycle routes and other non-vehicular modes of transportation;*
d. *Result in a desirable environment with more amenities than would be possible through the strict application of the minimum commitment to standards of a standard zoning district;*
e. *Provide for an efficient use of land, and public resources, resulting in co-location of harmonious uses to share facilities and services and a logical network of utilities and streets, thereby lowering public and private development costs;*
f. *Foster the safe, efficient and economic use of land, transportation, public facilities and services;*
g. *Encourage concentrated land use patterns which decrease the length of automobile travel, encourage public transportation, allow trip consolidation and encourage pedestrian circulation between land uses;*
h. *Enhance the appearance of the land through preservation of natural features, the provision of underground utilities, where possible, and the provision of recreation areas and open space in excess of existing standards;*
i. *Avoid the inappropriate development of lands and provide for adequate drainage and reduction of flood damage;*
j. *Ensure a more rational and compatible relationship between residential and non-residential uses for the mutual benefit of all;*
k. *Provide an environment of stable character compatible with surrounding areas; and*
l. *Provide for innovations in land development, especially for affordable housing and infill development.*

Engage New Albany Strategic Plan

The Engage New Albany Strategic Plan recommends the following development standards for the Residential future land use category:

1. Organically shaped stormwater management ponds and areas should be incorporated into the overall design as natural features and assets to the community.
2. A hierarchy of open spaces is encouraged. Each development should have at least one open space located near the center of development. Typically, neighborhood parks range from a half acre to 5 acres. Multiple greens may be necessary in large developments to provide centrally located greens.
3. All or adequate amounts of open space and parkland is strongly encouraged to be provided on-site.
4. Houses should front onto public open spaces and never back onto public parks or roads.
5. Rear or side-loaded garages are encouraged. When a garage faces the street, the front facade of the garage should be set back from the front facade of the house.
6. Any proposed residential development outside of the Village Center shall have a base density of one dwelling unit per gross acre in order to preserve and protect the community's natural resources and support the overall land conservation goals of the community. A

transfer of residential density can be used to achieve a gross density of 1 dwelling unit per acre.

7. Private streets are at odds with many of the community's planning principals, such as interconnectivity, a hierarchy of street typologies, and a connected community. Therefore, the streets within residential developments must be public.
8. In considering the expansion of residential uses into Licking County, the city will take into consideration factors such as community impacts, financial implications, the adequate delivery of services, and the impact on school districts.

Use, Site, and Layout

1. The applicant is proposing an 8,460-square-foot food pantry on a 10.99-acre site. The site is proposed to be split in a manner such that the new development will be located on the southern 2.83+/- acres of the lot and the existing Rose Run Presbyterian Church will be located on the northern remaining 8.16+/- acres of the lot.
2. The food pantry is proposed as an accessory use to the existing religious exercise facility use, as permitted by section II of the zoning text.
3. The zoning text requires the following applicable setbacks for buildings and pavement from perimeter boundaries:

Table 1: Setback Requirements

Boundary	**Requirement**	**Proposed**
Harlem Road	40 feet	46 feet, 9 inches—meets code
Interior setbacks	0 feet	34 feet, 1.5 inches—meets code
Other boundaries	*Buildings*: 75 feet *Pavement*: 20 feet	Building: over 75 feet—meets code Pavement: over 20 feet—meets code

   - "Interior setbacks" refers to property lines that are interior to the zoning district. The existing parcel is proposed to be split; the zero-foot setback will apply to the newly shared lot line between the existing church and the proposed food pantry.
   - "Other boundaries" refers to all perimeter boundaries of the site that are not adjacent to the public right-of-way.
4. Zoning text section IV(6) indicates a maximum lot coverage of 70 percent. The applicant is proposing a lot coverage of approximately 24.1 percent.

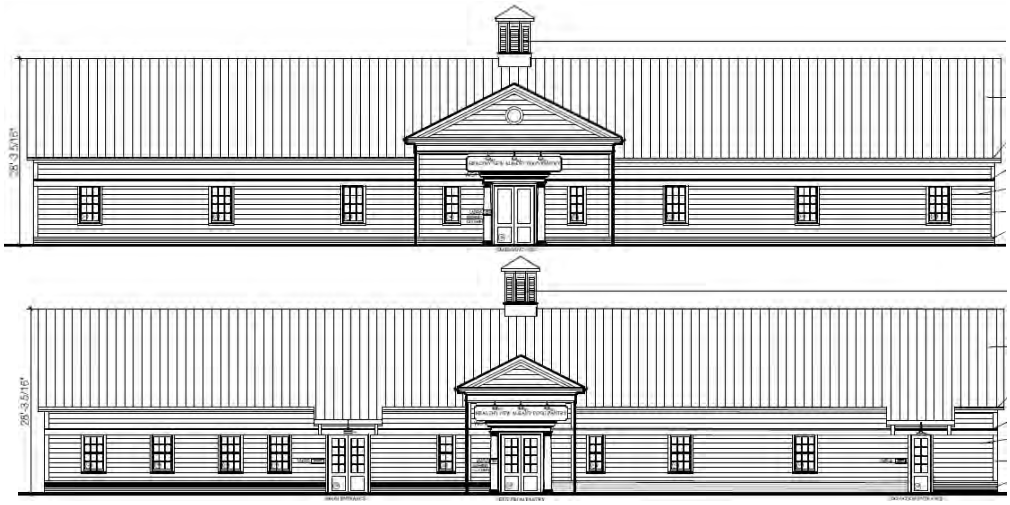
Access, Loading, and Parking

1. Vehicular access to the site is proposed from one new full-access curb cut via Harlem Road. Vehicular circulation continues past and behind the building to the parking lot.
2. The zoning text requires a minimum of one loading space for church uses and related accessory uses. One loading space is proposed on the south side of the building.
3. The zoning text states that parking for all accessory uses shall be provided in accordance with C.O. 1167.
   a. The proposed parking spaces meet the minimum length and width requirements with a width of nine feet and a length of 19 feet. Additionally, the maneuvering lane is 22 feet in width and meets requirements.
   b. The proposed loading space exceeds minimum length, width, and height clearance requirements.
   c. C.O. 1167.05 requires community centers to have one parking space per 400 square feet of gross floor area. The size of the proposed food pantry (8,460 square feet) necessitates 21 parking spaces. The applicant has provided 36 parking spaces and exceeds the minimum parking requirement.
4. The existing leisure trail at the northernmost part of the site will be extended southward along the remainder of the site's Harlem Road frontage. The bike path will be constructed of asphalt with a minimum width of eight feet. Additional sidewalks to the front and rear of the building are included from the leisure trail for pedestrian access to the site.

5. There are six pedestrian doors in total on the building exterior. Each is designated for specific pedestrian circulation into or out of the building:
    a. East elevation: one double-door exit.
    b. West elevation: one double-door exit, one double-door main entrance, and one single-door donation entrance. Each set of doors has windows.
    c. North elevation: one single-door volunteer entrance.
    d. South elevation: one single-door warehouse exit. Additionally, there is a single-bay door for loading and unloading.
6. A Traffic Access Study (TAS) was submitted as requested by the City Engineer, who provided the following comments:
    a. The TAS follows the MOU scope and analyzes the intersection and turn lanes that were requested.
    b. The site plan included in the TAS suggests one full-movement site driveway on Harlem Road as indicated in the MOU.
    c. Turn lane warrants in this study indicate that neither a right turn lane nor left turn lane are warranted for this proposed site on Harlem Road.
    d. The study found that no permanent issues are noted in the sight triangle review related to the proposed site drive. It is suggested the city make sure no mounding, trees or signs are permitted in these areas in the final site plan that significantly obstruct sight distance for egress traffic from the Healthy New Albany site. <u>Staff recommends a condition of approval that no mounding, trees, or signage be located in the sight triangle, subject to staff approval (condition #1)</u>.
    e. No off-site impacts are warranted and no improvements to Harlem Road are needed to facilitate this site and proposed site access.

Architectural Standards

1. The purpose of the New Albany Design Guidelines and Requirements (DGRs) is to help ensure that the New Albany community enjoys the highest possible quality of architectural design. The site and development are regulated by Section 1: Design Principles and American Architectural Precedent and Section 8: Civic and Institutional Buildings of the DGRs.
2. DGR Section 8(III)(2) recommends that, in general, high-style and ornate designs with grander scale are appropriate for major structures such as government buildings, schools, and churches, while more modest, smaller-scaled styles are appropriate for other types of public structures. As an accessory use, the food pantry offers an appropriately smaller scale in height and square footage compared to the existing church while still utilizing distinguishing qualities of Georgian architecture.
3. DGR Section 8(III)(3) requires entrances to civic and institutional buildings to be oriented toward primary streets and roads and should be of a distinctive character that makes them easy to locate. The front building elevation features a set of double doors distinguished by columns and a pediment that all face Harlem Road. The main entrance on the rear of the building features signage, columns, and a pediment as well.
4. The design of the building conforms with American architectural styles as required by DGR Section 8(III)(4) and as described in DGR Section 1, including in wall height and width, roof shape, and proportions of windows to doors.
    - The proposal includes four-sided architecture and avoids windowless, blank walls. Vertically oriented, double-hung windows are included on every elevation, and they are used on the side elevations to create the appearance of a second story.
    - The building includes formal symmetry, entrances with a pediment and entablature, pilasters, and a gable roofline and dormers, all of which are character-defining features of American Georgian architecture.



Images: Front building elevation (top) and rear building elevation (bottom).

5. The zoning text requires buildings to be no more than 45 feet in height when measured to the ridge of the roofline. The food pantry is proposed to be approximately 28 feet and 3.31 inches in height when measured as such.
6. The zoning text allows primary exterior materials such as brick, stone, wood, fiber cement board, metal board and batten, and hardi-plank, and prohibits the use of vinyl siding. The proposed food pantry uses horizontally oriented board siding that matches part of the existing Rose Run Presbyterian Church, which is permitted. Additionally, the zoning text recommends the quantity of exterior building materials be minimized, which the proposed development is following by using one main exterior siding material.
7. The City Architect reviewed the proposal and had no concerns or comments.

Parkland, Buffering, Landscaping, Open Space, and Screening

1. A 150-foot-wide private utility easement is located through the site, within which any above-grade improvements, including landscaping, are not permitted by the utility company. The zoning text acknowledges the presence of the electrical easement and exempts the development from landscape buffering requirements along this boundary between the development and residential development.
2. The following landscaping requirements are applicable to the proposed development and are contained in C.O. 1171.05:
    - All areas used for service and loading must be screened on portions of the lot abutting districts where residences are a permitted use with minimum seven-foot-tall screening; natural vegetation screening shall have a minimum opaqueness of 75 percent during full foliage and shall be planted no closer than three feet to any property line. Green giant arborvitae and red maples are proposed to screen the loading space from Johnstown Road. The utility easement prevents landscape screening from residential uses generally west and south of the site.
    - Trash and garbage containers shall be screened or enclosed by walls, fences, or natural vegetation at least six feet in height, and natural vegetation shall have a maximum opaqueness of 75 percent at full foliage. Container systems shall not be located in front yards and shall conform to the side and rear yard pavement setbacks. The dumpsters are located in the loading area and are fully enclosed by a trash enclosure wall and gate. Further, the loading area is screened from Harlem Road by landscaping.
    - The total proposed ground coverage of structures and vehicular use areas is 29,802 square feet. For developments with this amount of ground coverage, there must be a minimum of one tree for each 5,000 square feet of ground coverage and a total tree planting equal to 10 inches plus one-half inch tree trunk size for every 2,000 square feet over 20,000 feet in ground coverage. This necessitates five trees with

tree trunk sizes of 12 inches. The application shows 25 deciduous trees with a minimum caliper of 2.5 inches are proposed to be installed; five of these deciduous trees will have a total tree trunk size of at least 12.5 inches, meeting the requirement.

3. The following landscaping requirements for the proposed parking lot are contained in C.O. 1171.06:
    - A minimum of five feet of landscaped area needs to be provided for each 100 square feet of parking area (or fraction thereof). The applicant has verified this requirement will be met.
    - Parking areas must contain a minimum of one deciduous canopy tree for every 10 parking spaces. The proposed parking lot has 36 parking spaces, which necessitates four deciduous canopy trees. The applicant has provided an updated site plan with four deciduous canopy trees in the parking lot peninsulas, which meets the requirement.
    - Trees used in parking lot islands must have a clear trunk at five feet above the ground, and the remaining areas must be landscaped with shrubs or ground cover not to exceed two feet in height. The applicant has verified this requirement will be met.
    - Parking lots must be screened from primary streets, residential areas, and open space by a 3.5-foot minimum height evergreen hedge, masonry wall, or combination of walls and plantings. Zoning text section VII(6) additionally requires this headlight screening provision be met for parking areas. The parking lot is located behind the proposed building and is thus already largely screened from the primary street. Residential areas exist generally west and south of the parking lot; because a portion of the parking lot is located in the private utility easement, landscaping or wall screening is only viable along a portion of the lot. Eastern white pines are proposed along the western portion of the parking lot where possible outside of the utility easement. The proposed landscape screening is 6 to 8 feet in height and will meet these requirements.
4. Per C.O. 1171.08, landscape treatments at the perimeter of stormwater basins shall be designed either with maintained turf to the pond's edge or a naturalized planting of native landscape material, subject to approval of the City Landscape Architect. The landscape plantings shall be in large masses and drifts, and shall not include decorative landscape boulders, large mulch beds, or specimen plantings. The retention pond is located fully within the private utility easement so that no trees at the southern portion of the site need to be removed; however, landscaping cannot be installed within the easement.
5. Zoning text section VII(2) defines "Protected Trees" as any tree with a trunk that measures six inches or more in diameter at breast height (4.5 feet above the ground) and states that all Protected Trees that die or are severely harmed due to construction shall be replaced elsewhere within the zoning district on a tree-for-tree basis with at least a 2.5-inch diameter at installation. The application shows that a total of 13 deciduous and evergreen trees will be removed, and 25 deciduous trees with a minimum caliper of 2.5 inches are proposed to be installed. Additionally, 25 evergreen trees with a minimum height of 6 feet are proposed to be installed.
6. Per the zoning text, street trees are not required along Harlem Road.
7. The City Landscape Architect provided the following comments on January 9, 2026. <u>Staff recommends a condition of approval that the City Landscape Architect's comments be met, subject to staff approval (condition #2)</u>.
    - Reduce the width and overall square footage of the paved drive apron in the area outlined in the memo or provide additional turning radius studies in support of the current alignment (including necessary vehicular movement specific to the loading and trash receptacle area).
    - Revise the proposed landscape plan to remove the Green Giant Arborvitae at the edge of the parking lot. Replace screening material with deciduous shade trees.

- Adjust the proposed retention basin location to avoid the removal of the existing tree stand as outlined on sheet L102 of the submitted materials.

8. The applicant has included additional landscaping on James River Park to facilitate additional screening from the residential uses to the west.

Lighting

1. External cut-off lighting is proposed to illuminate wall signage and building entries. The main entrance light is ceiling-mounted, and the rest of the lighting is wall-mounted. All proposed lighting is black and similar in appearance and style.
2. C.O. 1169.12(c)(1) requires external lighting of signs to be of a lighting technology that delivers 50 or more lumens per watt and to utilize a warm color temperature range of less than 5,000 Kelvin. The proposed lights all deliver 125 lumens per watt and utilize a warm color temperature range of 6,500 Kelvin. Staff recommends a condition of approval that the external sign lights be reduced to less than 5,000 Kelvin (condition #3).
3. No parking lot lighting is proposed; because of this, a photometrics plan was not submitted.

Signage

1. The zoning text states that all signage shall conform with C.O. 1169. Institutional developments are permitted to have a maximum of three sign types, excluding by-right sign types. The applicant proposes two sign types: a wall sign and a dual-post sign. A by-right wall plaque is proposed as well.
2. Some signage details were not specified in the final development plan, such as sign relief and projection from the building façade. Staff recommends a condition of approval that the signage meet code requirements, subject to staff approval (condition #4).
3. The applicant proposes one wall sign on the west (rear) elevation above the exit. The sign is dark navy in color with a white plaque trim and white, six-inch-tall lettering. Wall signs are regulated by C.O. 1169.16(d).
    a. Quantity: one wall sign—meets code (max. one per building frontage)
    b. Area: 33.38 square feet—meets code (max. 45 square feet)
    c. Projection: less than 1 inch (max. 18-inch projection from building)—meets code
    d. Relief: not specified (min. 1-inch sign relief)—see condition #4
    e. Illumination: external—meets code (external or halo lighting)

Image: Proposed wall sign on the rear elevation.

4. The applicant proposes one dual-post sign located near the vehicular entrance to the site. Such signs are regulated by C.O. 1169.17(b).
    a. Quantity: one—meets code (one per street entrance)
    b. Area: 22.5 square feet—meets code (max. 30 square feet per side)
    c. Height: 6 feet, 8 inches—meets code (max. 7 feet)
    d. Width: 4 feet (max. 7.5 feet)—meets code
    e. Relief: not specified (min. 1-inch sign relief)—see condition #4
    f. Illumination: none

Image: Proposed dual-post sign.

5. The applicant proposes one by-right wall plaque on the west (rear) elevation next to the main entrance. Wall plaques are regulated by C.O. 1169.18(d).
   f. Quantity: one—meets code (max. one per building)
   g. Area: 1.66 square feet—meets code (max. 4 square feet)
   h. Relief: not specified (max. 4 inches from façade)—<u>see condition #4</u>
   i. Illumination: none
   j. Material: not specified (must be a durable material such as cut or etched stone, glass, tile, or metal)—<u>see condition #4</u>

Image: Proposed wall plaque.

V. ENGINEER'S COMMENTS

The City Engineer has reviewed the application and provided the following comments. <u>Staff recommends a condition of approval that the City Engineer's comments be addressed, subject to staff approval (condition #5)</u>.

1. Add notes and the title block depicted on Exhibit A to the cover sheet.
2. Update the Project Data table on the cover sheet to show parking stalls required/provided and ADA stalls required/provided.
3. Show stop bars/signs at all curb cuts.
4. Staff shall evaluate storm water management, water distribution, sanitary sewer collection, and other construction-related details once detailed construction plans become available.

VI. SUMMARY

The applicant proposes a final development plan for an 8,460-square-foot food pantry at 5220 Johnstown Road. The proposed development is consistent with the purpose, intent, and applicable standards of the zoning code, I-PUD zoning text, and Design Guidelines and Requirements.

The buildings and structures are appropriate with regard to the land, which is encumbered by a 120-foot-wide private utility easement within which above-grade improvements are not permitted by the utility company. The zoning text allows development to not meet landscaping requirements contained in the codified ordinances within the easement, including landscaping otherwise required for parking lot screening or stormwater basin landscaping. Landscaping requirements have been met where feasible, including for the replacement of protected trees.

The proposed project is appropriate with regard to the existing Rose Run Presbyterian Church as an accessory use and with complementary architectural features. The proposed building utilizes character-defining features of American Georgian architecture. Further, the City Engineer has evaluated the Traffic Access Study and concurs that no off-site impacts are warranted and no improvements to Harlem Road are needed to facilitate this site and proposed site access.

VII. ACTION

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

Move to approve final development plan application FDP-88-2025 with the following conditions:

1. No mounding, trees, or signage can be located in the sight triangle, subject to staff approval.
2. The City Landscape Architect's comments will be met, subject to staff approval.
3. The external sign lights will be reduced to less than 5,000 Kelvin.
4. The signage will meet code requirements, subject to staff approval.
5. The engineer's comments will be addressed by the applicant, subject to staff approval.

Approximate Site Location:

Source: NearMap

City of New Albany
99 West Main Street
New Albany, Ohio 43054

MEMO

404.781-01
October 23, 2025

To: Lauren Sauter
City Planner

From: Matt Ferris, P.E., P.S.
By: Jay M. Herskowitz, P.E., BCEE

Re: Healthy NA Food Pantry
Final Development Plan

We reviewed the referenced submittal in accordance with Code Sections 1159.07 (b)(3) FDP. Our review comments are as follows:

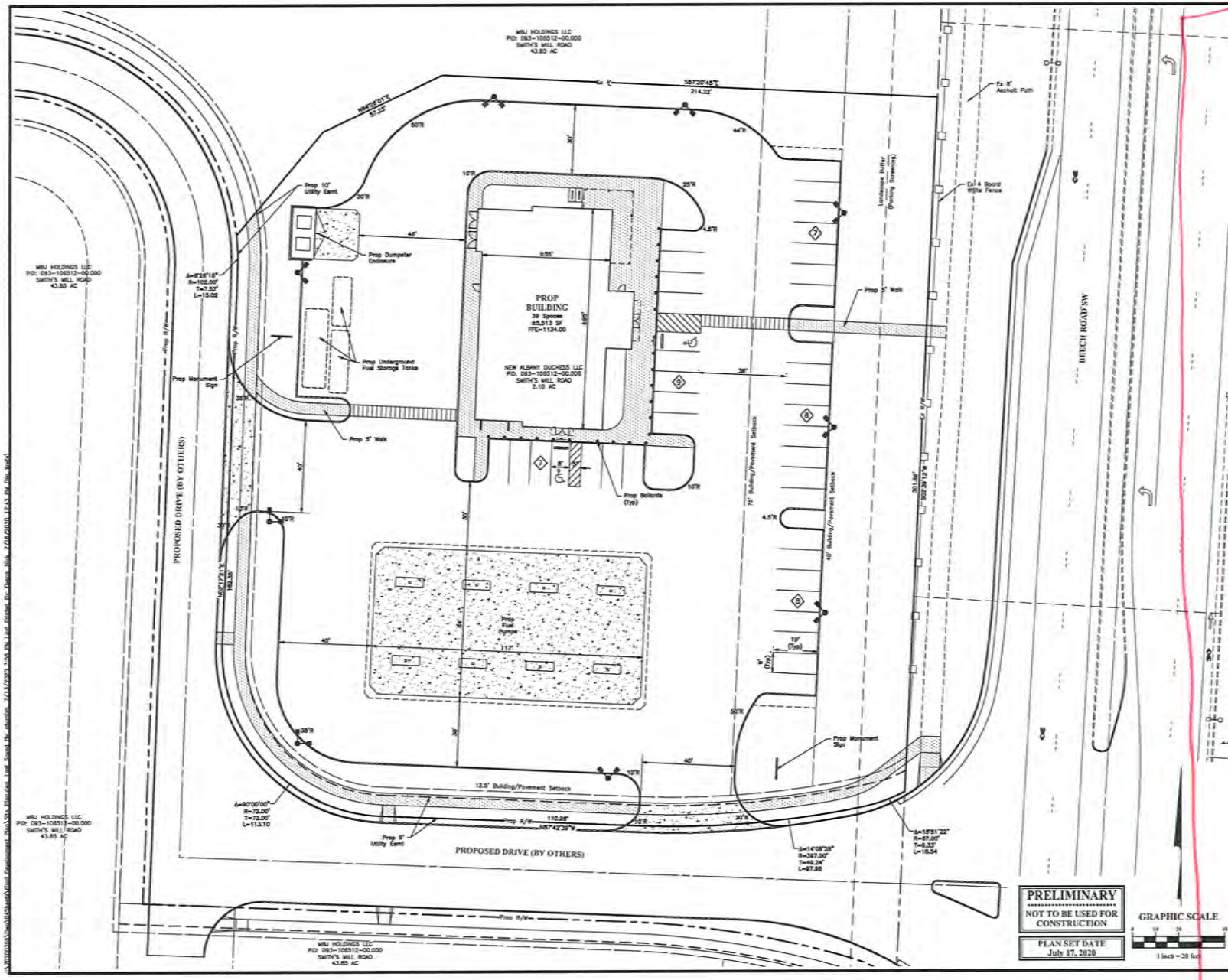
1. Refer to Exhibit A attached. Add notes and the title block depicted on Exhibit A to the cover sheet.
2. Civil Sheet CP-02 not included with the submittal. Please provide.
3. Add grading sheets to the FDP and show major flood routing in plan view.
4. Update the Project Data table on the cover sheet to show parking stalls required/provided and ADA stalls required/provided.
5. Provide a Fire Truck Turning Radius analysis.
6. Show stop bars/signs at all curb cuts.
7. Provide a Traffic Access Study and determine if improvements in public r/w are required to support the project.
8. We will evaluate storm water management, water distribution, sanitary sewer collection and other construction related details once detailed construction plans become available.

MEF/JMH

(attachment)

cc: Josh Albright, Development Engineer
Jeremiah Wood, Development Engineer

EXHIBIT "A"



LEGEND

- Concrete Pavement
- Concrete Sidewalk
- Sign
- Site Light Pole (see Map Plan)
- Parking Count

PROJECT DESCRIPTION
The Gas Station Development Includes The Construction Of A 5,513 Square Feet Single Story Building With Fuel Pumps.

STORMWATER MANAGEMENT
The Storm Water For This Project Will Be Controlled By A Regional Basin West Of The Site.

MONUMENTATION
Monumentation In Compliance With C.O. 1159.07 (3) Will Be Set Prior To Completion Of Construction.

SITE DATE TABLE

Total Site Area	2.11 Ac.
Proposed Convenience Store	5,513 SF
Parking Provided	39 Spaces
Handicap Parking Required	2 Spaces
Handicap Parking Provided	2 Spaces
Lot Coverage	
Pavement/Walk	61,258 S.F.
Building	5,513 S.F.
Total Coverage	66,771 S.F.
Site Area (2.11 Ac.)	91,771 S.F.
Percent Coverage	73%
Maximum Lot Coverage	85%
Total Parking Area	17,751 S.F.
Interior Landscape Area	1,783 S.F.
Interior Landscape Required	10% 8%

NOTES
1. All Radii Are 5' Unless Otherwise Noted.
2. All Curb To Be 6" Extruded Unless Otherwise Noted.
3. All Dimensions Given Are Measured To The Face Of Curb.
4. All Radius Dimensions Given Are Measured Along The Face Of Curb.
5. Curb cut on US 62 is subject to ODOT approval. If this curb cut is approved, the northern most curb cut on Thelsen Rd will be exit only. If curb cut is not approved it will be removed from the plan and both curb cuts on Thelsen Rd will remain as full access.

APPROVALS:

Planning Commission Chair

Vice Chair or Designee

Professional Engineer

Professional Surveyor

PRELIMINARY
NOT TO BE USED FOR CONSTRUCTION
PLAN SET DATE
July 17, 2020

GRAPHIC SCALE
1 inch = 20 feet

MARK	DATE	DESCRIPTION
REVISIONS		

ENGLEFIELD

CITY OF NEW ALBANY, LICKING COUNTY, OHIO
FINAL DEVELOPMENT PLAN
FOR
ENGLEFIELD OIL - BEECH & SMITH'S MILL ROAD
SITE PLAN

EMHT
Evans, Mechwart, Hambleton & Tilton, Inc.
Engineers • Surveyors • Planners • Scientists
5500 New Albany Road, Columbus, OH 43054
Tel: Fax: 614.775.4500
Registered in Ohio, Pennsylvania, Virginia, Kentucky, Tennessee, Indiana, Florida, Georgia, Texas, Nevada
Certificate of Authorization: Professional Engineers #21-1270-0, Professional Surveyors #21-0175-0, Professional Geologists #21-0175-0
emht.com

DATE: July 17, 2020
SCALE: 1" = 20'
JOB NO.: 2020-0369
SHEET: 1/2

City of New Albany
99 West Main Street
New Albany, Ohio 43054

MEMO

401-001
December 23, 2025

To: Joshua Albright
Development Engineer

From: Matt Ferris, P.E., P.S.,
Consulting City Engineer

By: Doug Bender, PE, PTOE

Re: Healthy New Albany – Harlem Rd
Traffic Access Study Review

This memo provides our review comments on the Traffic Access Study (TAS) received by the City on December 18, 2025, for the proposed food pantry site on Harlem Road adjacent to the Rose Run Presbyterian Church. The TAS was received by EP Ferris on December 22, 2025. Overall, the TAS is acceptable, and these comments are provided for the City's benefit:

1. The TAS follows the MOU scope and analyzes the intersection and turn lanes and that were requested.
2. The site plan included in the TAS suggests one full-movement site driveway on Harlem Road as indicated in the MOU.
3. Turn lane warrants in this study indicate that neither a right turn lane nor left turn lane are warranted for this proposed site on Harlem Road, and we concur with that finding.
4. The study found that no permanent issues are noted in the sight triangle review related to the proposed site drive. We suggest the City make sure no mounding, trees or signs are permitted in these areas in the final site plan that significantly obstruct sight distance for egress traffic from the Healthy New Albany site.
5. We concur with the study that no off-site impacts are warranted and no improvements to Harlem Road are needed to facilitate this site and proposed site access.

MKSK

Development Review

project name	Healthy New Albany Food Pantry
prepared for	City of New Albany
date	January 09, 2026
date received	December 29, 2025

COMMENTS

Site Plan

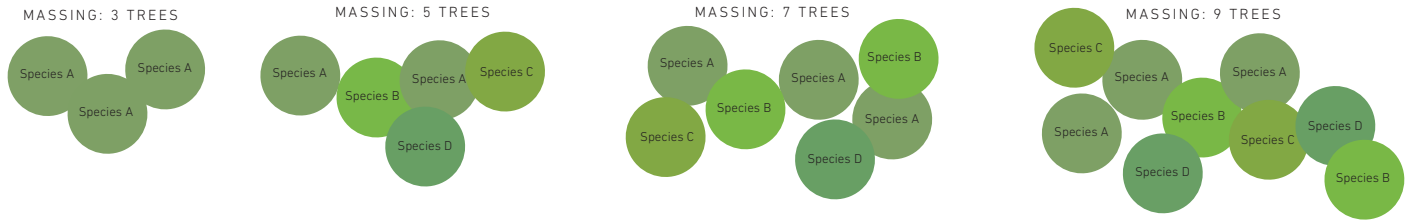
1. Reduce the width and overall square footage of the paved drive apron in the area outlined below, or provide additional turning radius studies in support of the current alignment (including necessary vehicular movement specific to the loading and trash receptacle area). See below.

Planting Plan

2. Revise the proposed landscape plan to remove the use of Green Giant Arborvitae (*Thuja plicata x standishii 'Green Giant'*) at the edge of the parking lot. Replace screening material with deciduous shade trees. See below.

3. Recommend the adjustment of the proposed retention basin location to avoid the removal of the existing tree stand as outlined on sheet L102 of the submitted materials. See below.

Tree Grouping Standards



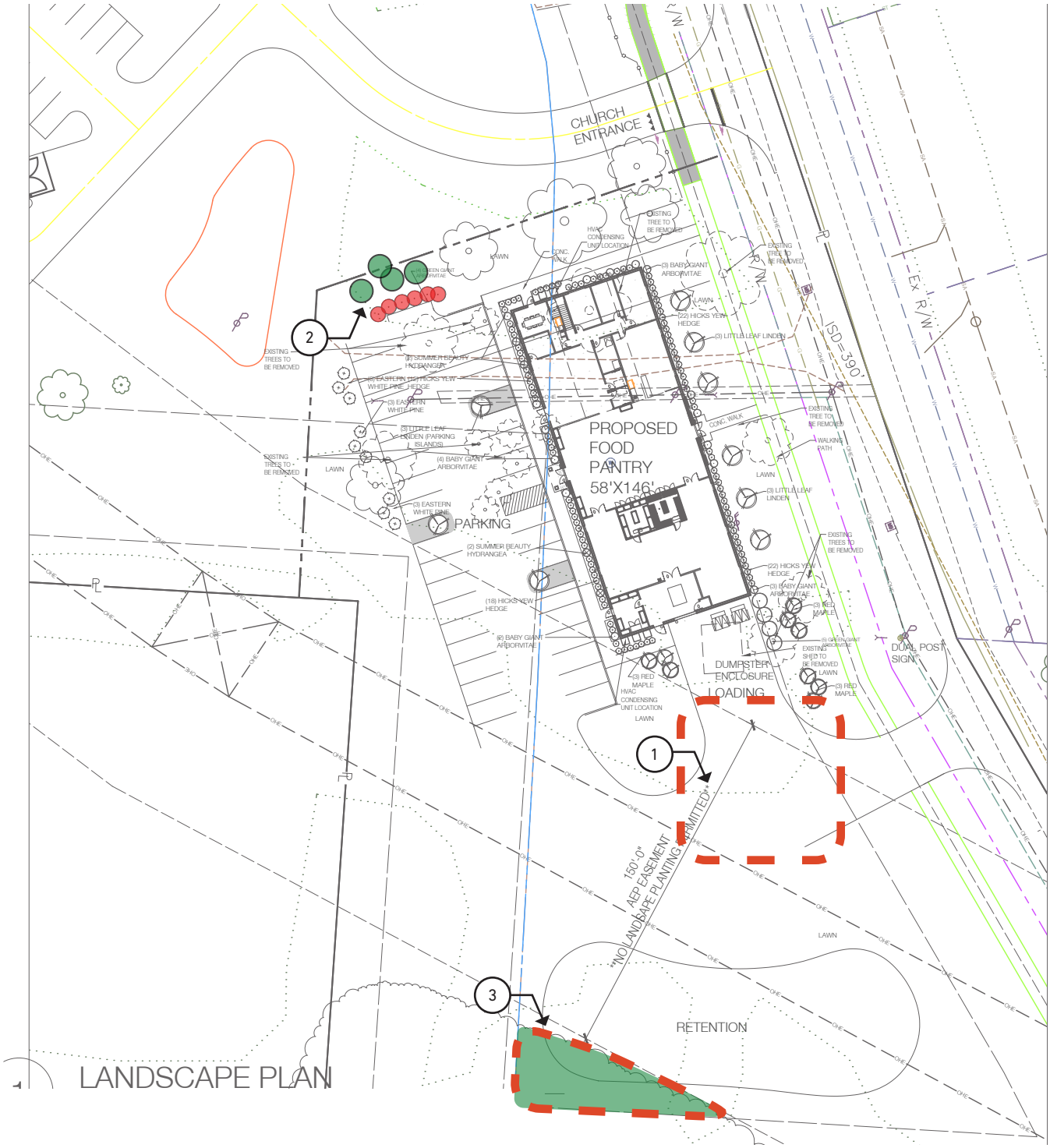
**NOTES:*

The provided diagram is for clarification and design intent purposes only. The diagram should be used to help illustrate the above comments. It is the responsibility of the design consultants to incorporate the above comments as it relates to the site and to adhere to all City requirements and subsequent code. The diagram may not be to scale.

MKSK

Development Review

project name	Healthy New Albany Food Pantry
prepared for	City of New Albany
date	January 09, 2026
date received	December 29, 2025



Healthy New Albany Food Pantry

Operational Outline

The Healthy New Albany Food Pantry serves families in need that reside in the 43054 Zip Code and/or who live in the New Albany-Plain Local School District.

Client Shopping Sessions

- Wednesday, Thursday, and Friday – hours 3:45 PM to 7:00 PM
- Saturday - hours 8:30 AM to 12:00PM
- Shopping sessions are by Appointment Only. Appointments are scheduled every 20 minutes during the above hours. Only 4 to 6 Families are permitted to shop during each 20 Minute Appointment Slot.
- Maximum number of appointments per hour is 18.

Non Shopping Days

- Volunteers and staff are on site to stock and organize as needed – Maximum of 16 volunteers and staff would be on site during these times.
- Inventory arrives sporadically throughout the week with the Healthy New Albany Food Pantry Box truck.
- No deliveries would take place outside of normal business hours.
- Healthy New Albany Staff of 7 people would work in the Healthy New Albany Food Pantry office area on a normal business hour schedule.

From: TL_PublicProjects <tl_publicprojects@aep.com>
Sent: Tuesday, October 21, 2025 7:58 AM
To: Hammond, Jon <jhammond@cecinc.com>
Subject: RE: New Albany Development (CEC 354-347)

Jon,

Please see the attached map that shows the proposed project location in pink.

As you are aware we do have a Transmission line in the referenced work area.

The line in the referenced work area are is our Muskingum River - Central 345kV line. As long as there is no grade increases within our easement I do not see any initial concerns with he drive lane, parking lot and detention basin within our easement. We will need to review a complete set of civil documents once they are prepared.

Please note that this is a 345,000 volt transmission line and there is a potential for nuisance shock went touching vehicles/metal objects below our line and near our easement. Please refer to the attached document for additional information on nuisances shock. Additionally, you will want to ensure the metal components of the building are properly bonded/grounded to avoid nuisance shock.

A couple items to note:

- There is to be no grade changes made within our easement without Transmission Line Engineering's approval.
- There is to be no excavations within 40' to any of our structures
- There is to be no stockpiling/storing of materials and/or equipment within our easement
- There is to be no trees and/or wooded vegetation within our easement
- There is to be no light poles within our easement
- There is to be no fountain within the wet detention basin
- Please review the attached guidelines in regards to working near our facilities

If the plans should change in the future and require the relocation of transmission structures please email new plans to tl_publicprojects@aep.com

We urge **EXTREME CAUTION** when operating a crane, vehicle or mechanical equipment capable of having part of its structure elevated, near any equipment or energized lines. Please adhere to all OSHA standards when working near any energized line of this magnitude.

Distribution:
There may be AEP Distribution facilities present within the work area. Please contact AEP Distribution at centralOHPPR@aep.com and they can provide you with the distribution facilities relocation plan, suggested adjustments or advise you that no distribution facilities are present.

Telecom:
There may be AEP Telecom facilities present within the work area. Please contact the Telecom Team (Ohio Fiber Relocations; ohfiberrelocate@aep.com) and have them provide you with the

telecom facilities relocation plan, suggested adjustments or advise you that no telecom facilities are present.

Joint Use:
There may be Joint Use facilities present within the work area. Please contact the Joint Use Team (Joint Use Ohio; ohiojointuse@aep.com) and have them provide you with the joint use facilities relocation plan, suggested adjustments or advise you that no joint use facilities are present.

NOTE – for future requests such as this please send project information to TL_PUBLICPROJECTS@AEP.COM

Thanks,
Mike

MICHAEL D CARR | **COORDINATOR SR**
TL_PUBLICPROJECTS@AEP.COM | D:380.205.5072
8500 SMITHS MILL ROAD, NEW ALBANY, OH 43054

Healthy New Albany Food Pantry Traffic Access Study

Prepared For:

Lifestyle Communities

Prepared By:

SMART
SURVEYING · ENGINEERING · ENVIRONMENTAL
SERVICES

1900 Crown Park Court, Suite E
Columbus, OH 43235
(614) 914-5543
www.SmartServices-Inc.com

INITIAL: 12/2025

SSI Project #: 902001

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Healthy New Albany Food Pantry
Traffic Access Study

Prepared For:

Lifestyle Communities
230 West Street, Suite 200
Columbus, OH 43215

Telephone: (614) 314-0118

Prepared By:

Smart Services, Inc.
1900 Crown Park Court, Suite E
Columbus, OH 43235

Telephone: (614) 914-5543
e-mail: tstanhope@smartservices-inc.com

Under the direction of:

Registered Engineer No. E-64507, Ohio

12-18-2025
Date

STATE OF OHIO
TODD J. STANHOPE
E-64507
REGISTERED PROFESSIONAL ENGINEER

12/2025

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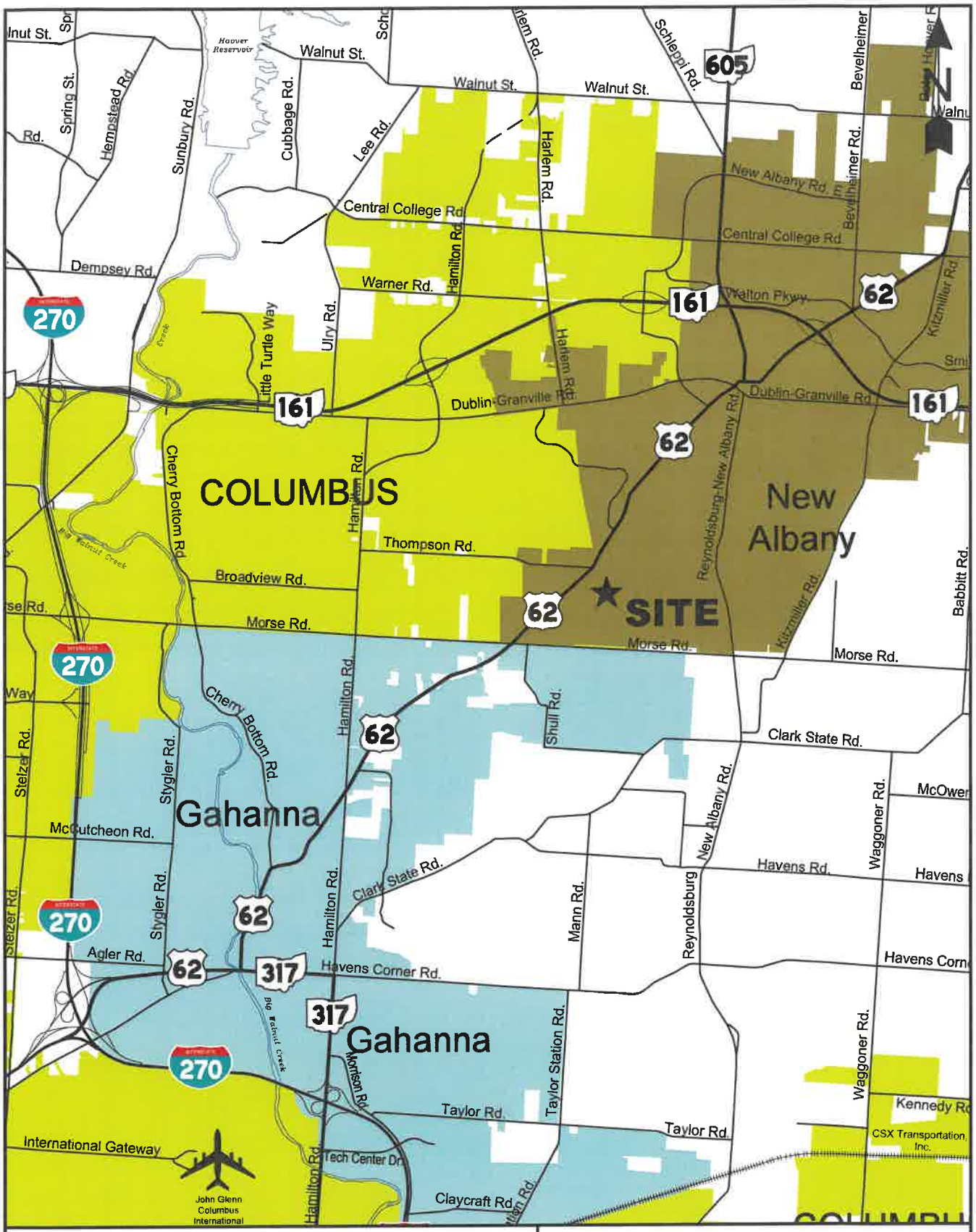
Sight Distance Exhibit

BACKGROUND

Healthy New Albany Food Pantry is proposing to develop a site with a new 8,468 SF facility. The site is located on the west side of Harlem Road south of US 62. Figure 1 shows the location of the site. There is a single access proposed on Harlem Road and there is no connection to the neighboring church property. Figure 2 shows the proposed site plan. The permitting agency for access is the City of New Albany, and they are requiring a traffic access study (TAS).

The scope of the study is contained in the Memo of Understanding (MOU) submitted to the City on 12/12/2025. The MOU is in the Appendix.

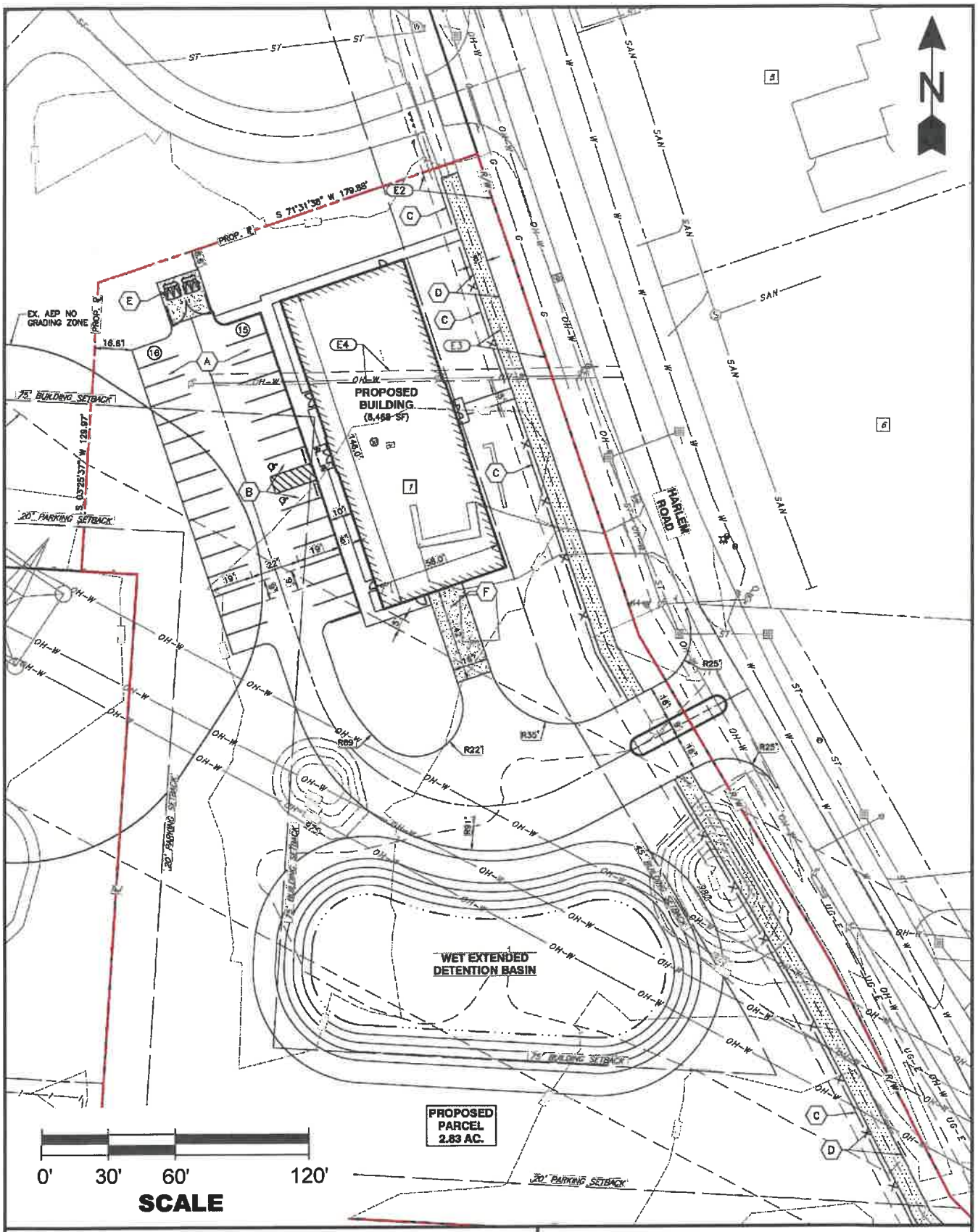


HEALTHY NEW ALBANY FOOD PANTRY TRAFFIC ACCESS STUDY

PREPARED BY: SMART SERVICES 12/2025

FIGURE 1

SITE LOCATION



HEALTHY NEW ALBANY FOOD PANTRY TRAFFIC ACCESS STUDY

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FIGURE 2

SITE LAYOUT

EXISTING CONDITIONS

Harlem Road adjacent to the site is a two-lane section with a posted speed limit of 25 MPH. Table 1 shows a summary of the traffic count basis with peak hours and the traffic control. The referenced count reports are in the Appendix.

INTERSECTION (TRAFFIC CONTROL)	SOURCE	AM PEAK HOUR	PM PEAK HOUR
Harlem Road & James River Road ("STOP" Signs on James River Road)	E. P. Ferris & Associates	Tue, 4/1/2025 7:30-8:30 AM	Tue, 4/1/2025 5:00-6:00 AM
Harlem Road & Prop. Site Access	*Carry from volumes on north leg of Harlem Road & James River Road*		

TABLE 1 – Summary of Existing Traffic Basis

PROJECTED SITE TRAFFIC

Trip Generation

The accepted method for computing trip generation in the traffic engineering profession is the *Trip Generation Manual, 11th Edition* published by the Institute of Transportation Engineers (ITE). This report provides trip rates for different land uses based on data from sample sites in each category. The representative land use for the proposed site is "Variety Store" (ITE Code #814).

Table 2 shows a summary of the trip generation calculations.

Trip Distribution

Because of the site's close proximity to US 62, it was assumed to use 60% to/from the north on Harlem Road and 40% to/from the south on Harlem Road.

TIS SUBAREA	LAND USE	TIME OF DAY	DATA SET *Trip Generaton Manual, 12th Edition* (Unless noted Otherwise)	RATE OR EQUATION FROM: *Trip Generaton Manual, 12th Edition (Unless noted Otherwise)*	TOTAL TRIPS	ENTERING		EXITING	
						%	TOTAL TRIPS	%	TOTAL TRIPS
1	Variety Store (ITE Code #814)	Daily	Weekday	Average Rate= 62.25	527	50%	264	50%	263
		AM Peak	Peak Hour of Adj. Street Traffic, One Hour between 7 & 9 AM	Average Rate= 2.76	23	55%	13	45%	10
	Ind. Variable (X) = 8.468 1000 SF Gross Floor Area	PM Peak	Peak Hour of Adj. Street Traffic, One Hour between 4 & 6 PM	Average Rate= 4.72	40	50%	20	50%	20
TOTALS		Daily			527		264		263
		AM Peak			23		13		10
		PM Peak			40		20		20

Healthy New Albany Food Pantry Traffic Access Study - 12/2025

TABLE 2 - SITE TRIP GENERATION SUMMARY

SMART SERVICES

2026 & 2036 TRAFFIC

Background Growth Rates

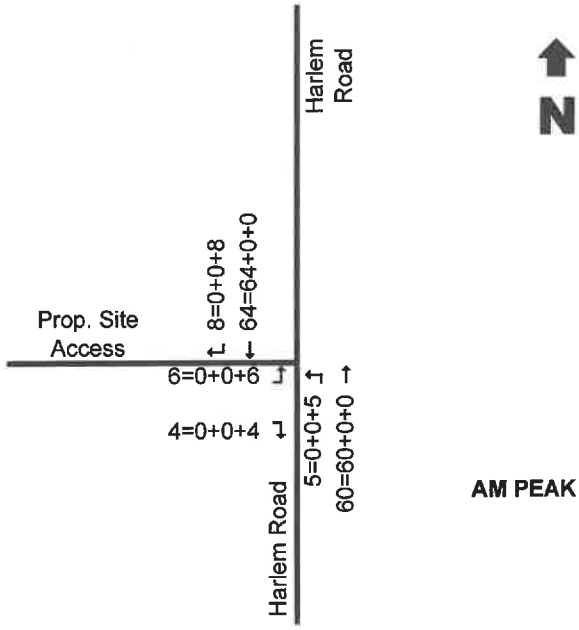
The City of New Albany requires a 10-Year design horizon. Opening Day is assumed to be 2026, therefore the design year is 2036. An annual growth rate of 0.5% for US 62 near the site was obtained from ODOT Transportation Information Mapping System (TIMS). The same growth rate was to Harlem Road. The TIMS printout is in the Appendix. Table 3 shows the annual growth rates and corresponding factors.

SEGMENT	LINEAR ANNUAL GROWTH RATE	2025 TO 2026 FACTOR	2025 TO 2036 FACTOR
US 62 & Harlem Road south of US 62	0.50%	1.005	1.055

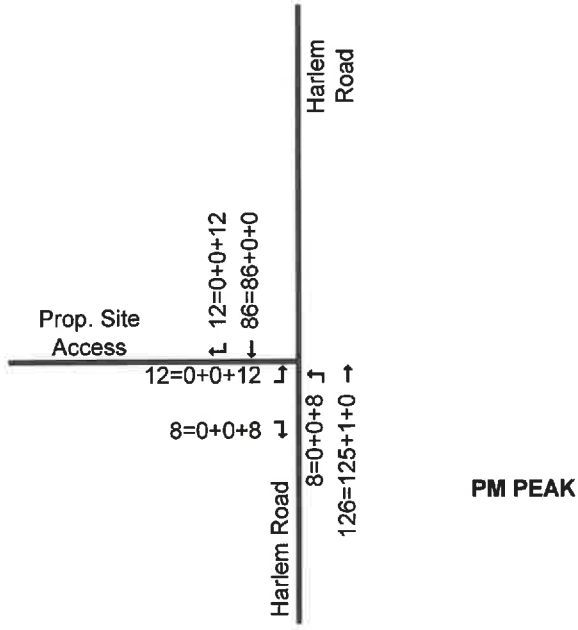
TABLE 3 – Growth Factor Summary for 2025 Counts

Exhibits

Figure 3 shows the components of the 2026 'Build' traffic. Figure 5 shows the components of the 2036 'Build' Traffic.



AM PEAK



PM PEAK

LEGEND

A (SHEET TITLE)=B+C+D

A = 2026 'BUILD'
B = EXISTING (2025)
C = GROWTH
D = SITE TOTAL

HEALTHY NEW ALBANY FOOD PANTRY TRAFFIC ACCESS STUDY

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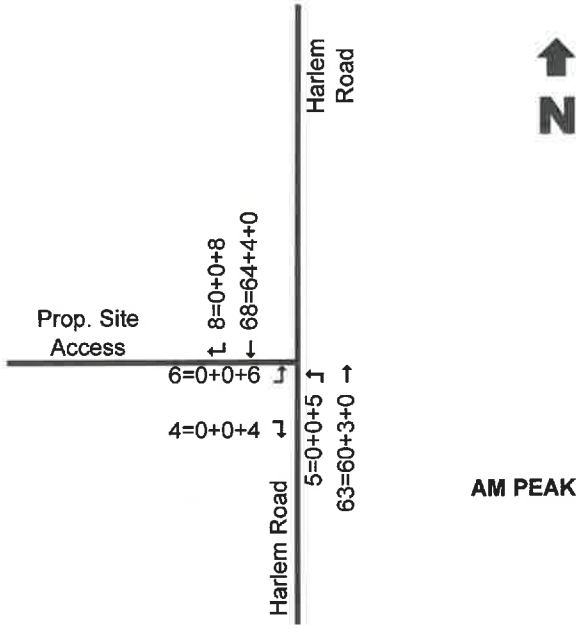
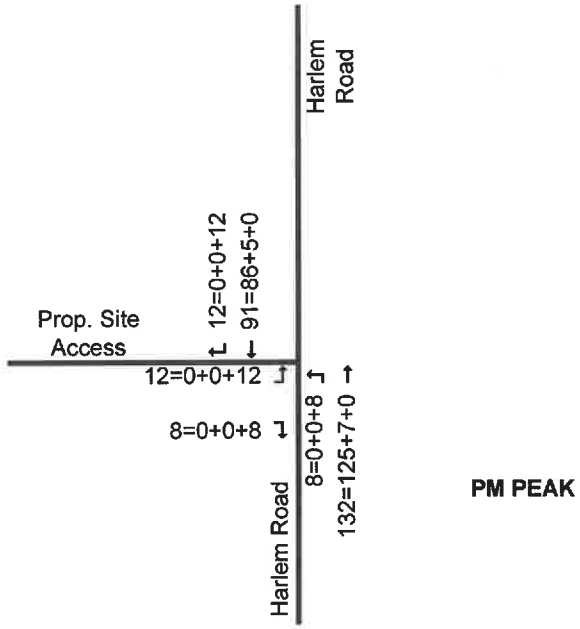
FIGURE 3

2026 'BUILD'



AM PEAK



PM PEAK

LEGEND

A (SHEET TITLE)=B+C+D

A = 2036 'BUILD'
B = EXISTING (2025)
C = GROWTH
D = SITE TOTAL

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FIGURE 4

2036 'BUILD'

TRAFFIC ANALYSIS

Turn Lane Warrant Analysis

The procedure to determine whether turn lanes are warranted is according to the *ODOT L&D Manual* published by the Ohio Department of Transportation (ODOT). The results are shown in Table 4. The graphs from the *ODOT L&D Manual* are in the Appendix.

INTERSECTION	MOVEMENT	2026 'BUILD'	2036 'BUILD'
Harlem Road at Prop. Site Access	SB RT	Not Warranted	Not Warranted
	NB LT	Not Warranted	Not Warranted

TABLE 4 – Summary of Turn Lane Warrant Analysis

Intersection Sight Distance

Civil & Environmental Consultants, Inc. provided an Intersection Sight Distance (ISD) exhibit that shows there are no apparent permanent obstructions to the ISD. The exhibit is in the Appendix.

CONCLUSIONS

2026 and 2036 volumes were developed for use in turn lane warrant analyses. The following is a summary of the conclusions:

2026/2036 'Build'

- Harlem Road & Prop. Site Access
  - A northbound left turn lane warrant is not met.
  - A southbound right turn lane warrant is not met.
  - The Intersection Sight Distance (ISD) exhibit, provided by Civil & Environmental Consultants, Inc., shows there are no apparent permanent obstructions to the ISD. The exhibit is in the Appendix.

APPENDIX

December 12, 2025

Mr. Doug Bender PE, PTOE
c/o City of New Albany
99 W. Main Street
PO Box 188
New Albany, OH 43054

Re: Healthy New Albany Food Pantry TAS MOU
City of New Albany, Franklin County, Ohio

Dear Doug:

Healthy New Albany Food Pantry is proposing to develop a site with a new 8,468 SF facility. The site is located on the west side of Harlem Road south of US 62. There is a single access proposed on Harlem Road and there is no connection to the neighboring church property. The permitting agency for access is the City of New Albany, and they are requiring a traffic access study (TAS). A TAS pre-meeting with the City of New Albany was held on 11/26/2025.

The following is our understanding of the scope for the traffic access study with some follow up information included:

- The study area is the site access on Harlem Road.
- The time of analysis will be the intersection PM peak hour (one hour between 4 and 6 PM.)
- Data Collection – No data collection is required. The City provided a count dated 4/01/2025 at the intersection of Harlem Road & James River Road. The volume on the north leg of this intersection will be utilized as the existing traffic at the proposed site access.
- Typically, the *Trip Generation Manual, 11th Edition*, published by the Institute of Transportation Engineers (ITE) is used to estimate trips. The proposed land with its specific operation is not represented in the *Trip Generation Manual*. The following information was provided by Healthy New Albany:

  "-Initially, I would anticipate serving people at a similar pace to our current model - no more than about 20 families per hour during open shopping times.
  -I do not anticipate opening before 9 AM on weekdays - however, I would anticipate having open pantry shopping after 4 PM to accommodate clients who are not able to pick up food prior to 4. Perhaps one or two days a week during shopping weeks."

  It is proposed to use land use "Variety Store" (LUC 814) from the *Trip Generation Manual* to represent the site traffic.

- Trip Distribution – It is proposed to use 60% to/from the north (US 62) and 40% to/from the south.
- Design Year Traffic Development – The City requires a 10-year design horizon. Opening day is assumed to be 2026, therefore the design year is 2036. From the ODOT TIMS website, an annual growth rate of 0.5% is shown on US 62 near Harlem Road. This growth rate will be used on Harlem Road as well. The printout from TIMS is attached.
- Analyses
  - Turn lane warrants per the *ODOT L&D Manual* will be analyzed at the site access on Harlem Road.
  - The length of any warranted turn lane will be calculated per the method in Section 400 of the ODOT *L&D Manual.*
- Sight Distance Exhibits will be provided.

A report will be produced that includes details regarding how traffic was developed for 2026 and 2036. The required analyses will be referenced and prepared for 'No Build' (when applicable) and 'Build' conditions to show the impact of the additional site traffic. A summary of the conclusions and list of any improvements associated with the development will be provided.

If this MOU is acceptable to you, please indicate your approval in the space provided below. If not, please let us know what items need to be changed. If you have any questions, please contact me. Thank you!

Sincerely,
SMART SERVICES, INC.

Todd J. Stanhope, PE, PTOE
Director of Traffic Engineering

Submitted: One electronic copy (PDF format) via e-mail

Cc: T. Arnold – Lifestyle Communities

City of New Albany

Approved:_____ Date:_____

E.P. Ferris & Associates, Inc.
2130 Quarry Trails Drive, 2nd Floor

Columbus, Ohio, United States 43228
614-299-2999 wsiegel@epferris.com

Count Name: Harlem Rd at James River Rd
Site Code:
Start Date: 04/01/2025
Page No: 1

Turning Movement Data

Start Time	Harlem Rd Southbound					James River Rd Westbound					Harlem Rd Northbound					James River Rd Eastbound					
	Right	Thru	Left	U-Turn	App. Total	Right	Thru	Left	U-Turn	App. Total	Right	Thru	Left	U-Turn	App. Total	Right	Thru	Left	U-Turn	App. Total	Int. Total
12:00 AM	0	2	0	0	2	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	3
12:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12:30 AM	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
12:45 AM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Hourly Total	0	5	0	0	5	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	6
1:00 AM	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
1:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:30 AM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
1:45 AM	0	1	0	0	1	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	2
Hourly Total	0	3	0	0	3	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	5
2:00 AM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
2:15 AM	0	2	0	0	2	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	3
2:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:45 AM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Hourly Total	0	4	0	0	4	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	5
3:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:15 AM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
3:30 AM	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
3:45 AM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Hourly Total	0	1	0	0	1	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	3
4:00 AM	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
4:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:30 AM	1	0	0	0	1	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	2
4:45 AM	0	1	0	0	1	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	3
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5:30 AM	0	3	0	0	3	0	0	0	0	0	1	1	0	0	2	0	0	0	0	0	5
5:45 AM	0	5	0	0	5	0	0	0	0	0	0	4	0	0	4	0	0	0	0	0	9
Hourly Total	0	14	1	0	15	1	0	1	0	2	1	9	0	0	10	0	0	0	0	0	27
6:00 AM	0	7	0	0	7	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	9
6:15 AM	0	20	0	0	20	0	0	1	1	2	0	6	0	0	6	0	0	0	0	0	28
6:30 AM	0	5	0	0	5	0	0	0	0	0	0	6	1	0	7	3	0	1	0	4	16
6:45 AM	0	12	0	0	12	2	0	0	0	2	1	9	0	0	10	1	1	0	0	2	26
Hourly Total	0	44	0	0	44	2	0	1	1	4	1	23	1	0	25	4	1	1	0	6	79
7:00 AM	0	8	0	0	8	0	0	0	0	0	0	6	0	0	6	2	0	1	0	3	17

7:15 AM	0	10	1	0	11	0	1	0	0	1	0	15	0	0	15	0	0	1	0	1	28
7:30 AM	0	20	1	0	21	0	1	1	0	2	1	19	1	0	21	0	0	0	0	0	44
7:45 AM	0	21	1	0	22	0	1	1	0	2	1	11	0	0	12	0	2	1	0	3	39
Hourly Total	0	59	3	0	62	0	3	2	0	5	2	51	1	0	54	2	2	3	0	7	128
8:00 AM	0	6	2	0	8	2	0	1	0	3	1	14	0	0	15	0	0	0	0	0	26
8:15 AM	0	11	2	0	13	0	1	1	0	2	0	13	1	0	14	1	1	0	0	2	31
8:30 AM	0	13	1	0	14	1	0	1	0	2	0	14	0	0	14	0	0	1	0	1	31
8:45 AM	0	12	0	0	12	3	1	0	0	4	0	19	0	0	19	1	0	3	0	4	39
Hourly Total	0	42	5	0	47	6	2	3	0	11	1	60	1	0	62	2	1	4	0	7	127
9:00 AM	0	5	0	0	5	1	0	0	0	1	0	14	0	0	14	0	1	0	0	1	21
9:15 AM	0	14	1	0	15	2	0	0	0	2	0	17	0	1	18	2	0	0	0	2	37
9:30 AM	0	12	0	0	12	0	0	0	0	0	0	13	0	0	13	0	1	0	0	1	26
9:45 AM	0	12	0	0	12	1	0	0	0	1	1	13	0	0	14	1	0	0	0	1	28
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10:15 AM	0	9	0	0	9	1	1	0	0	2	0	12	2	0	14	0	0	1	0	1	26
10:30 AM	0	13	1	0	14	0	0	0	0	0	1	10	0	0	11	2	0	0	0	2	27
10:45 AM	1	6	2	0	9	2	0	0	0	2	0	13	0	0	13	1	0	0	0	1	25
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11:30 AM	0	18	1	0	19	0	0	0	0	0	0	9	0	0	9	0	0	0	0	0	28
11:45 AM	0	16	1	0	17	0	0	0	0	0	0	15	0	0	15	0	0	0	0	0	32
Hourly Total	0	54	3	0	57	0	0	0	0	0	0	51	3	0	54	1	1	0	0	2	113
12:00 PM	0	12	2	0	14	2	0	1	0	3	0	15	0	0	15	0	0	0	0	0	32
12:15 PM	1	24	1	0	26	1	0	0	0	1	0	21	0	0	21	0	1	1	0	2	50
12:30 PM	0	14	0	0	14	1	1	0	0	2	1	6	0	0	7	1	0	0	0	1	24
12:45 PM	2	14	1	0	17	2	0	0	0	2	0	16	0	0	16	0	0	0	0	0	35
Hourly Total	3	64	4	0	71	6	1	1	0	8	1	58	0	0	59	1	1	1	0	3	141
1:00 PM	0	18	1	0	19	0	1	1	0	2	0	11	0	0	11	2	0	0	0	2	34
1:15 PM	0	16	1	0	17	2	1	0	0	3	0	13	0	0	13	0	2	0	0	2	35
1:30 PM	1	16	2	0	19	1	1	0	0	2	1	12	0	0	13	1	2	0	0	3	37
1:45 PM	1	12	0	0	13	0	1	1	0	2	0	12	0	0	12	0	0	0	0	0	27
Hourly Total	2	62	4	0	68	3	4	2	0	9	1	48	0	0	49	3	4	0	0	7	133
2:00 PM	0	14	3	0	17	0	0	0	0	0	0	14	0	0	14	0	0	0	0	0	31
2:15 PM	1	12	3	0	16	0	0	2	0	2	0	19	1	0	20	1	0	0	0	1	39
2:30 PM	1	17	0	0	18	2	1	0	0	3	0	22	1	0	23	0	2	1	0	3	47
2:45 PM	1	14	0	0	15	1	0	0	0	1	0	14	0	0	14	2	1	0	0	3	33
Hourly Total	3	57	6	0	66	3	1	2	0	6	0	69	2	0	71	3	3	1	0	7	150
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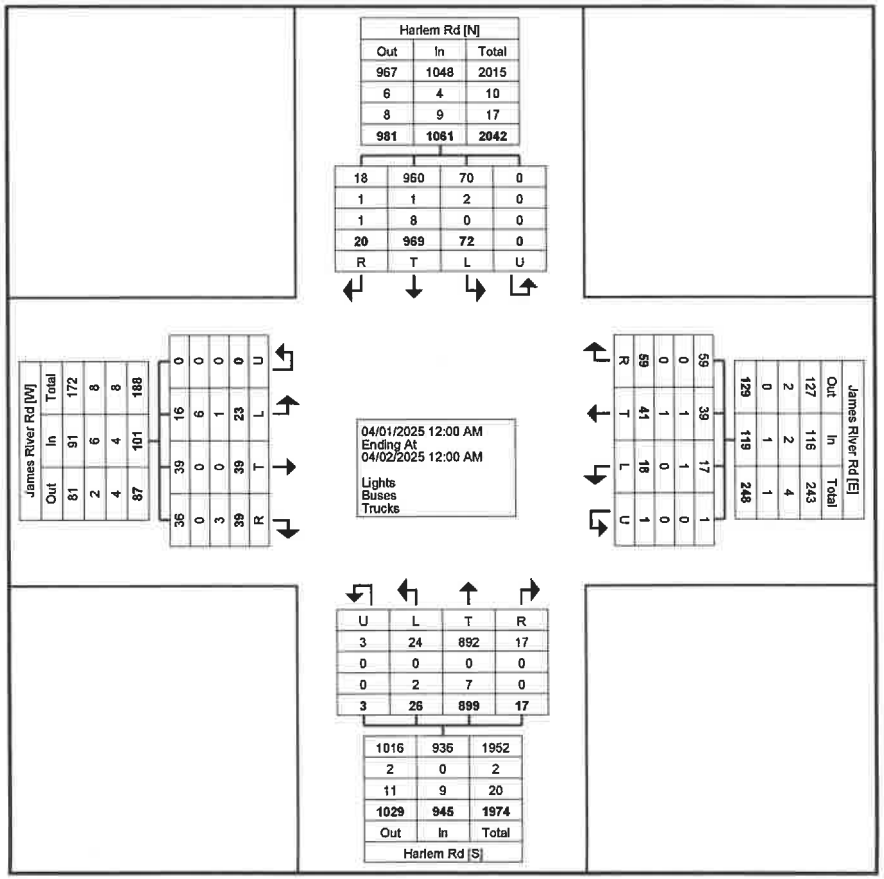
3:15 PM	1	12	2	0	15	1	0	1	0	2	0	16	0	0	16	0	1	1	0	2	35
3:30 PM	2	21	3	0	26	4	2	0	0	6	0	17	0	0	17	0	1	1	0	2	51
3:45 PM	0	13	3	0	16	2	4	0	0	6	0	16	0	0	16	0	3	1	0	4	42
Hourly Total	3	62	9	0	74	7	6	1	0	14	0	58	2	0	60	0	6	3	0	9	157
4:00 PM	1	11	3	0	15	1	1	1	0	3	1	29	0	0	30	0	0	1	0	1	49
4:15 PM	0	14	2	0	16	2	1	0	0	3	0	23	1	0	24	2	0	0	0	2	45
4:30 PM	0	31	4	0	35	0	0	0	0	0	0	19	2	0	21	1	3	0	0	4	60
4:45 PM	1	18	1	0	20	3	0	0	0	3	0	25	1	0	26	1	1	0	0	2	51
Hourly Total	2	74	10	0	86	6	2	1	0	9	1	96	4	0	101	4	4	1	0	9	205
5:00 PM	0	15	2	0	17	4	1	0	0	5	0	22	0	0	22	1	0	0	0	1	45
5:15 PM	0	18	3	0	21	0	1	0	0	1	0	29	0	0	29	1	1	1	0	3	54
5:30 PM	0	23	2	0	25	2	3	0	0	5	1	37	2	0	40	1	3	0	0	4	74

5:45 PM	0	23	0	0	23	1	1	1	0	3	1	27	2	0	30	1	0	2	0	3	59
Hourly Total	0	79	7	0	86	7	6	1	0	14	2	115	4	0	121	4	4	3	0	11	232
6:00 PM	0	15	0	0	15	0	2	0	0	2	0	17	0	0	17	1	0	1	0	2	36
6:15 PM	0	28	5	0	33	2	2	0	0	4	0	14	0	0	14	0	1	0	0	1	52
6:30 PM	0	26	2	0	28	0	0	0	0	0	0	16	2	0	18	0	1	1	0	2	48
6:45 PM	0	14	0	0	14	2	0	1	0	3	2	17	0	0	19	0	0	0	0	0	36
Hourly Total	0	83	7	0	90	4	4	1	0	9	2	64	2	0	68	1	2	2	0	5	172
7:00 PM	0	23	1	0	24	1	0	0	0	1	0	8	1	0	9	1	1	2	0	4	38
7:15 PM	1	22	0	0	23	1	0	0	0	1	0	9	0	0	9	1	1	0	0	2	35
7:30 PM	2	20	1	0	23	1	6	0	0	7	0	6	2	0	8	0	1	0	0	1	39
7:45 PM	1	12	0	0	13	0	2	1	0	3	0	6	0	0	6	1	2	0	0	3	25
Hourly Total	4	77	2	0	83	3	8	1	0	12	0	29	3	0	32	3	5	2	0	10	137
8:00 PM	1	13	1	0	15	2	0	0	0	2	0	6	0	0	6	1	0	0	0	1	24
8:15 PM	0	8	2	0	10	0	1	0	0	1	1	11	0	1	13	1	0	0	0	1	25
8:30 PM	0	10	0	0	10	0	1	0	0	1	0	9	1	0	10	1	1	0	0	2	23
8:45 PM	0	9	1	0	10	0	0	0	0	0	0	3	0	0	3	0	1	0	0	1	14
Hourly Total	1	40	4	0	45	2	2	0	0	4	1	29	1	1	32	3	2	0	0	5	86
9:00 PM	0	7	1	0	8	0	0	0	0	0	0	3	0	0	3	0	0	0	0	0	11
9:15 PM	0	12	0	0	12	0	0	0	0	0	0	5	0	0	5	0	0	0	0	0	17
9:30 PM	0	5	0	0	5	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	6
9:45 PM	0	3	0	0	3	0	0	0	0	0	1	4	0	0	5	0	0	0	0	0	8
Hourly Total	0	27	1	0	28	0	0	0	0	0	1	12	0	0	13	1	0	0	0	1	42
10:00 PM	0	7	0	0	7	0	0	0	0	0	1	3	0	0	4	0	1	0	0	1	12
10:15 PM	0	4	0	0	4	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	6
10:30 PM	0	8	0	0	8	0	0	0	0	0	0	7	0	0	7	1	0	0	0	1	16
10:45 PM	0	1	0	0	1	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	3
Hourly Total	0	20	0	0	20	0	0	0	0	0	1	14	0	0	15	1	1	0	0	2	37
11:00 PM	0	4	0	0	4	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	5
11:15 PM	0	3	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
11:30 PM	0	3	0	0	3	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	4
11:45 PM	0	1	0	0	1	0	0	0	0	0	0	3	0	0	3	0	0	0	0	0	4
Hourly Total	0	11	0	0	11	0	0	0	0	0	0	4	0	1	5	0	0	0	0	0	16
Grand Total	20	969	72	0	1061	59	41	18	1	119	17	899	26	3	945	39	39	23	0	101	2226
Approach %	1.9	91.3	6.8	0.0	-	49.6	34.5	15.1	0.8	-	1.8	95.1	2.8	0.3	-	38.6	38.6	22.8	0.0	-	-
Total %	0.9	43.5	3.2	0.0	47.7	2.7	1.8	0.8	0.0	5.3	0.8	40.4	1.2	0.1	42.5	1.8	1.8	1.0	0.0	4.5	-
Lights	18	960	70	0	1048	59	39	17	1	116	17	892	24	3	936	36	39	16	0	91	2191
% Lights	90.0	99.1	97.2	-	98.8	100.0	95.1	94.4	100.0	97.5	100.0	99.2	92.3	100.0	99.0	92.3	100.0	69.6	-	90.1	98.4
Buses	1	1	2	0	4	0	1	1	0	2	0	0	0	0	0	0	0	6	0	6	12
% Buses	5.0	0.1	2.8	-	0.4	0.0	2.4	5.6	0.0	1.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	26.1	-	5.9	0.5
Trucks	1	8	0	0	9	0	1	0	0	1	0	7	2	0	9	3	0	1	0	4	23
% Trucks	5.0	0.8	0.0	-	0.8	0.0	2.4	0.0	0.0	0.8	0.0	0.8	7.7	0.0	1.0	7.7	0.0	4.3	-	4.0	1.0

E.P. Ferris & Associates, Inc.
2130 Quarry Trails Drive, 2nd Floor

Columbus, Ohio, United States 43228
614-299-2999 wsiegel@epferris.com

Count Name: Harlem Rd at James River Rd
Site Code:
Start Date: 04/01/2025
Page No: 4



Turning Movement Data Plot

E.P. Ferris & Associates, Inc.
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Count Name: Harlem Rd at James River Rd
Site Code:
Start Date: 04/01/2025
Page No: 5

Turning Movement Peak Hour Data (7:30 AM)

Start Time	Harlem Rd Southbound					James River Rd Westbound					Harlem Rd Northbound					James River Rd Eastbound					
	Right	Thru	Left	U-Turn	App. Total	Right	Thru	Left	U-Turn	App. Total	Right	Thru	Left	U-Turn	App. Total	Right	Thru	Left	U-Turn	App. Total	Int. Total
7:30 AM	0	20	1	0	21	0	1	1	0	2	1	19	1	0	21	0	0	0	0	0	44
7:45 AM	0	21	1	0	22	0	1	1	0	2	1	11	0	0	12	0	2	1	0	3	39
8:00 AM	0	6	2	0	8	2	0	1	0	3	1	14	0	0	15	0	0	0	0	0	26
8:15 AM	0	11	2	0	13	0	1	1	0	2	0	13	1	0	14	1	1	0	0	2	31
Total	0	58	6	0	64	2	3	4	0	9	3	57	2	0	62	1	3	1	0	5	140
Approach %	0.0	90.6	9.4	0.0	-	22.2	33.3	44.4	0.0	-	4.8	91.9	3.2	0.0	-	20.0	60.0	20.0	0.0	-	-
Total %	0.0	41.4	4.3	0.0	45.7	1.4	2.1	2.9	0.0	6.4	2.1	40.7	1.4	0.0	44.3	0.7	2.1	0.7	0.0	3.6	-
PHF	0.000	0.690	0.750	0.000	0.727	0.250	0.750	1.000	0.000	0.750	0.750	0.750	0.500	0.000	0.738	0.250	0.375	0.250	0.000	0.417	0.795
Lights	0	58	5	0	63	2	3	4	0	9	3	56	1	0	60	1	3	0	0	4	136
% Lights	-	100.0	83.3	-	98.4	100.0	100.0	100.0	-	100.0	100.0	98.2	50.0	-	96.8	100.0	100.0	0.0	-	80.0	97.1
Buses	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	2
% Buses	-	0.0	16.7	-	1.6	0.0	0.0	0.0	-	0.0	0.0	0.0	0.0	-	0.0	0.0	0.0	100.0	-	20.0	1.4
Trucks	0	0	0	0	0	0	0	0	0	0	0	1	1	0	2	0	0	0	0	0	2
% Trucks	-	0.0	0.0	-	0.0	0.0	0.0	0.0	-	0.0	0.0	1.8	50.0	-	3.2	0.0	0.0	0.0	-	0.0	1.4

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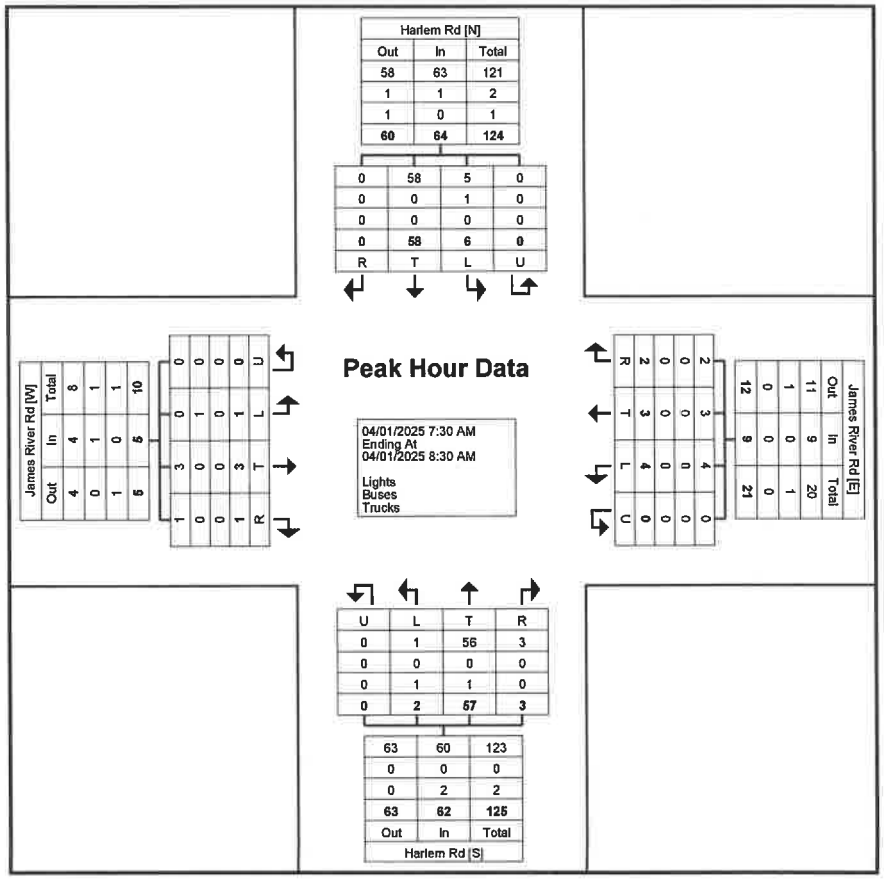
Count Name: Harlem Rd at James River Rd
Site Code:
Start Date: 04/01/2025



Turning Movement Peak Hour Data Plot (7:30 AM)

E.P. Ferris & Associates, Inc.
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Count Name: Harlem Rd at James River Rd
Site Code:
Start Date: 04/01/2025
Page No: 7

Turning Movement Peak Hour Data (5:00 PM)

Start Time	Harlem Rd Southbound					James River Rd Westbound					Harlem Rd Northbound					James River Rd Eastbound					
	Right	Thru	Left	U-Turn	App. Total	Right	Thru	Left	U-Turn	App. Total	Right	Thru	Left	U-Turn	App. Total	Right	Thru	Left	U-Turn	App. Total	Int. Total
5:00 PM	0	15	2	0	17	4	1	0	0	5	0	22	0	0	22	1	0	0	0	1	45
5:15 PM	0	18	3	0	21	0	1	0	0	1	0	29	0	0	29	1	1	1	0	3	54
5:30 PM	0	23	2	0	25	2	3	0	0	5	1	37	2	0	40	1	3	0	0	4	74
5:45 PM	0	23	0	0	23	1	1	1	0	3	1	27	2	0	30	1	0	2	0	3	59
Total	0	79	7	0	86	7	6	1	0	14	2	115	4	0	121	4	4	3	0	11	232
Approach %	0.0	91.9	8.1	0.0	-	50.0	42.9	7.1	0.0	-	1.7	95.0	3.3	0.0	-	36.4	36.4	27.3	0.0	-	-
Total %	0.0	34.1	3.0	0.0	37.1	3.0	2.6	0.4	0.0	6.0	0.9	49.6	1.7	0.0	52.2	1.7	1.7	1.3	0.0	4.7	-
PHF	0.000	0.859	0.583	0.000	0.860	0.438	0.500	0.250	0.000	0.700	0.500	0.777	0.500	0.000	0.756	1.000	0.333	0.375	0.000	0.688	0.784
Lights	0	79	7	0	86	7	6	1	0	14	2	114	4	0	120	4	4	3	0	11	231
% Lights	-	100.0	100.0	-	100.0	100.0	100.0	100.0	-	100.0	100.0	99.1	100.0	-	99.2	100.0	100.0	100.0	-	100.0	99.6
Buses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Buses	-	0.0	0.0	-	0.0	0.0	0.0	0.0	-	0.0	0.0	0.0	0.0	-	0.0	0.0	0.0	0.0	-	0.0	0.0
Trucks	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	1
% Trucks	-	0.0	0.0	-	0.0	0.0	0.0	0.0	-	0.0	0.0	0.9	0.0	-	0.8	0.0	0.0	0.0	-	0.0	0.4

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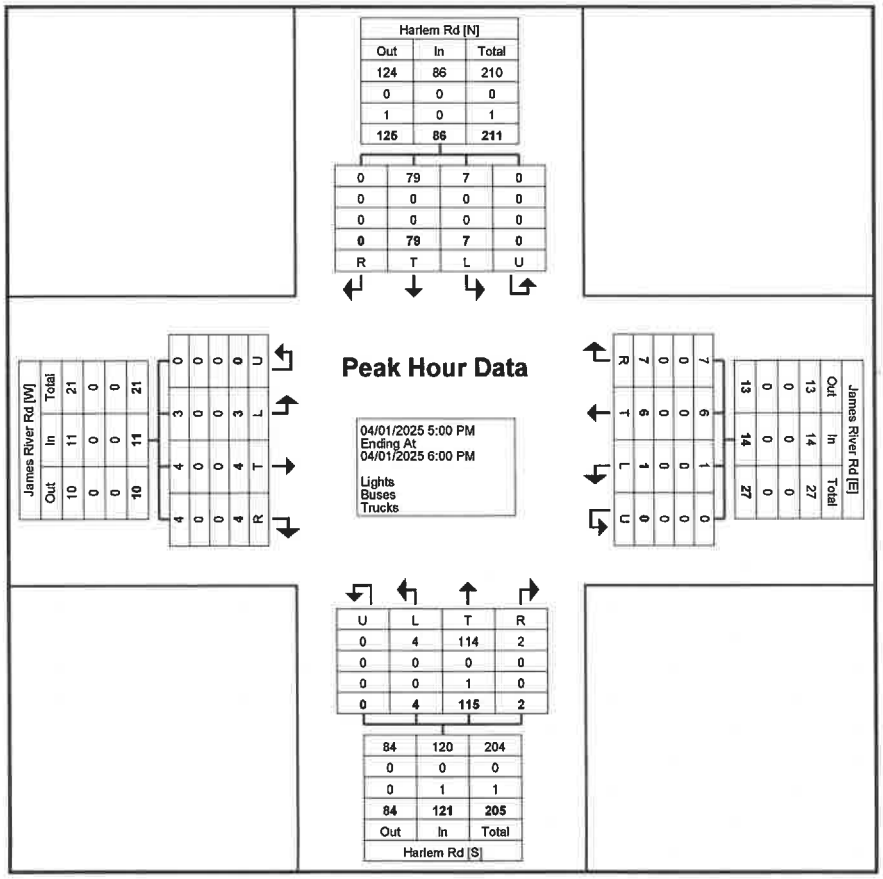
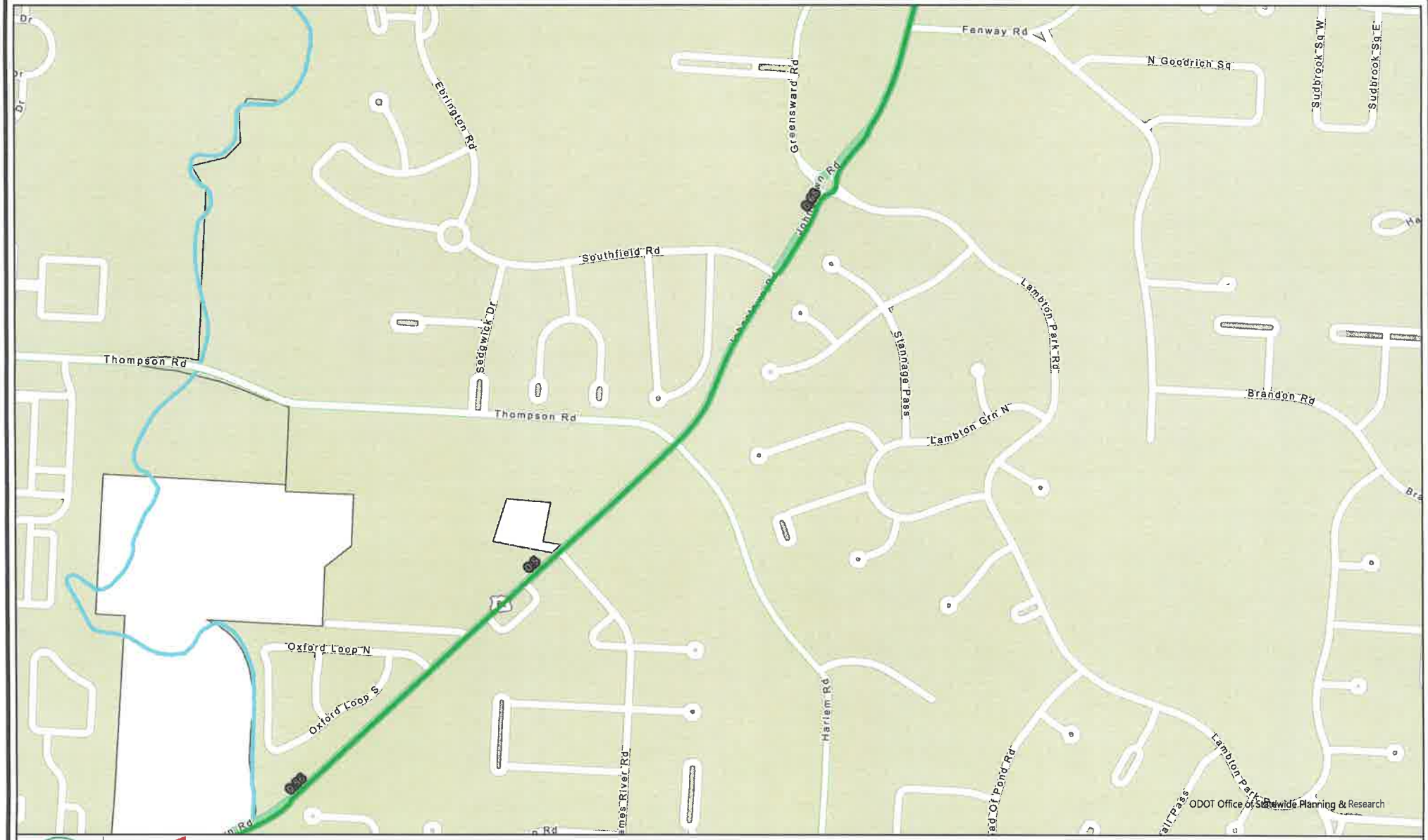


Turning Movement Peak Hour Data Plot (5:00 PM)



Ohio Department of Transportation

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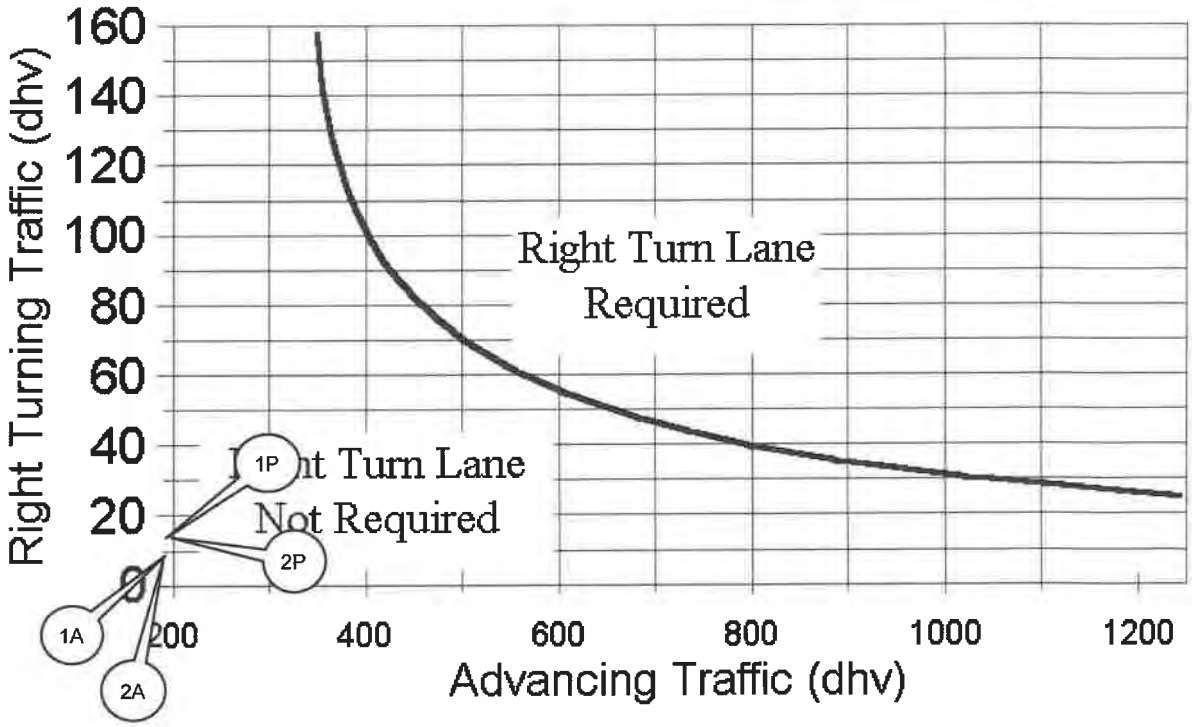
Date: 11/26/2025

2-Lane Highway Right Turn Lane Warrant

=< 40 mph or 70 kph Posted Speed



WARRANT SUMMARY

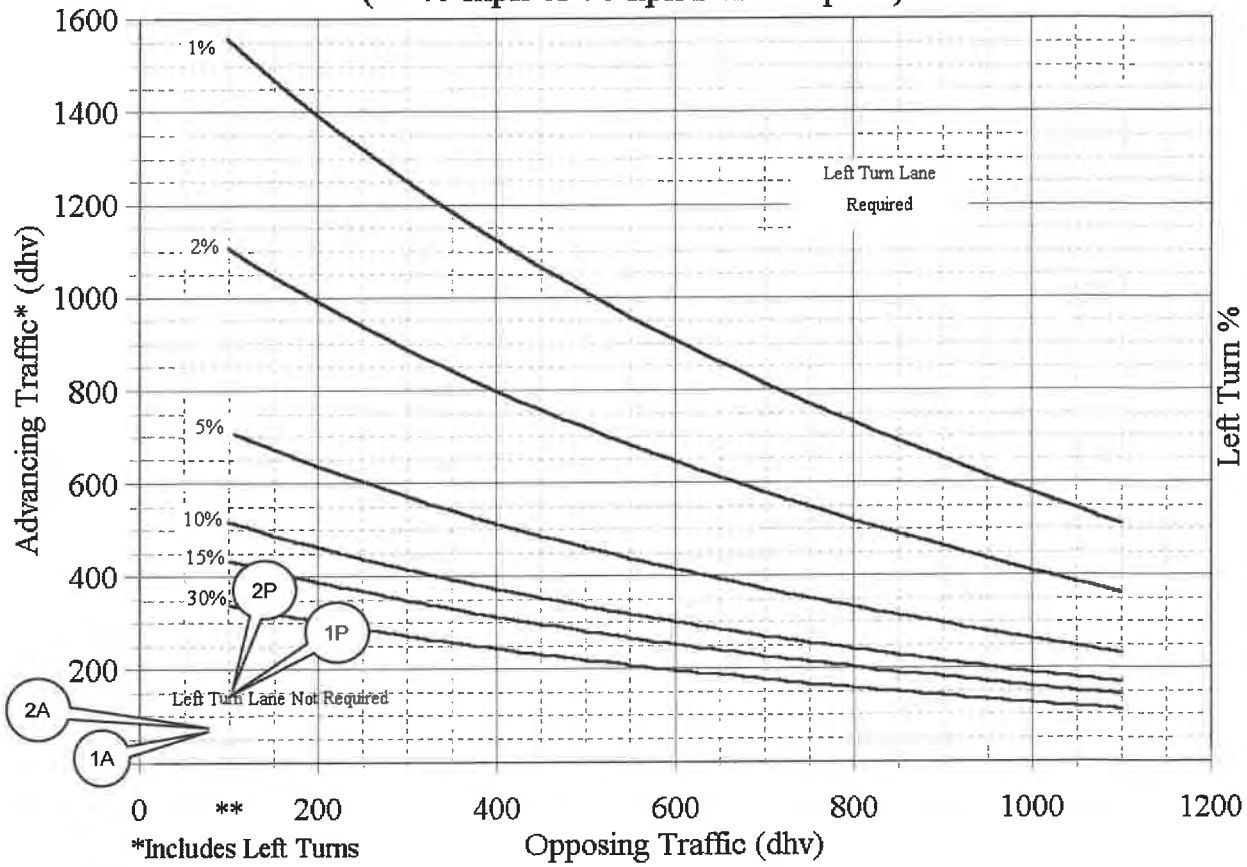
ID	INTERSECTION [MOVEMENT] - VOLUME SET	AM PEAK (A)	PM PEAK (P)		RESULT
1	10-Harlem Road & Prop. Site Access [SB RT] - 2026 'BUILD'	(72,8)	(98,12)		NOT MET
2	10-Harlem Road & Prop. Site Access [SB RT] - 2036 'BUILD'	(76,8)	(103,12)		NOT MET

HEALTHY NEW ALBANY FOOD PANTRY
TRAFFIC ACCESS STUDY
PREPARED BY: SMART SERVICES 12/2025

APPENDIX
2 LANE HIGHWAY RIGHT TURN LANE WARRANT (=< 40 MPH)

2-Lane Highway Left Turn Lane Warrant

(=<40 mph or 70 kph Posted Speed)



** There is no minimum number of turns

WARRANT SUMMARY

ID	INTERSECTION [MOVEMENT] - VOLUME SET	AM PEAK (A)	PM PEAK (P)		RESULT
1	10-Harlem Road & Prop. Site Access [NB LT] - 2026 'BUILD'	(72,65 / 7.7%)	(98,134 / 6%)		NOT MET
2	10-Harlem Road & Prop. Site Access [NB LT] - 2036 'BUILD'	(76,68 / 7.4%)	(103,140 / 5.7%)		NOT MET

HEALTHY NEW ALBANY FOOD PANTRY
TRAFFIC ACCESS STUDY
PREPARED BY: SMART SERVICES 12/2025

APPENDIX
2 LANE HIGHWAY LEFT TURN LANE WARRANT (=< 40 MPH)

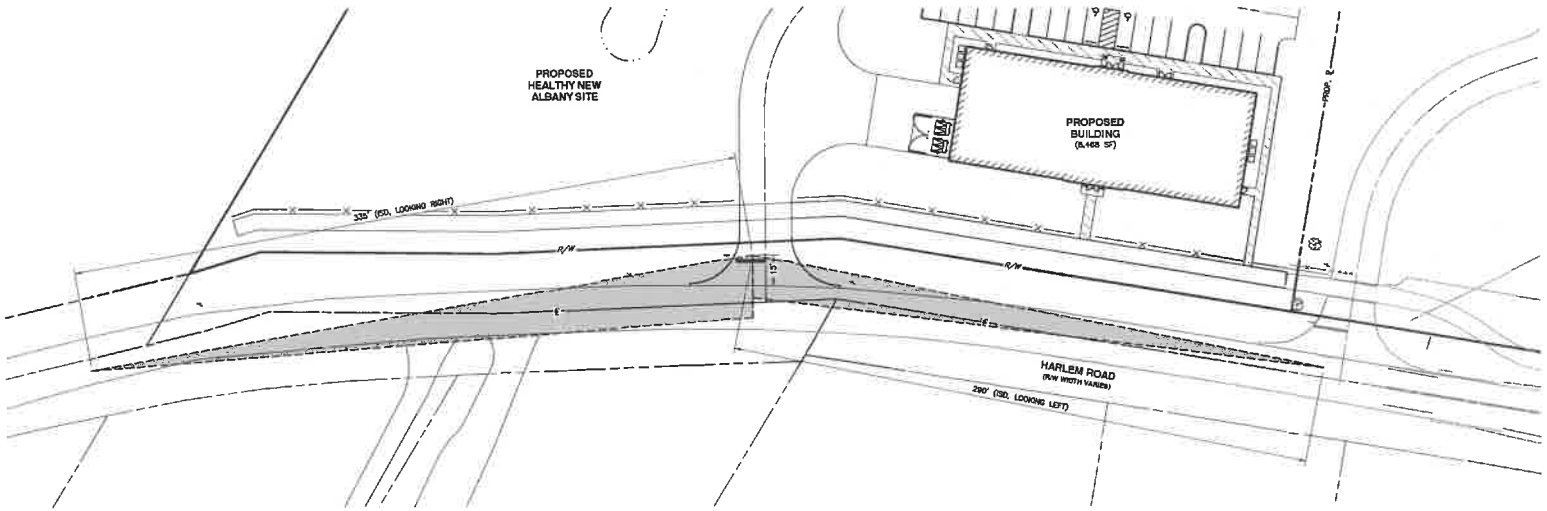
NORTH

SCALE IN FEET

0 30 60

LEGEND

- EXISTING SUBJECT PROPERTY LINE
- EXISTING ADJACENT PROPERTY LINE
- EXISTING RIGHT OF WAY
- EXISTING CENTERLINE
- EXISTING EDGE OF PAVEMENT
- EXISTING STRUCTURE
- EXISTING EASEMENT
- PROPOSED PROPERTY LINE
- PROPOSED STRUCTURE
- PROPOSED SIDEWALK
- PROPOSED CENTERLINE OF ROAD
- PROPOSED PAVEMENT
- PROPOSED CURB
- PROPOSED WATER BODY



DESIGN CRITERIA:

HARLEM ROAD
DESIGN SPEED = 30 MPH
SPEED LIMIT = 25 MPH

NOTES:

1. INTERSECTION SIGHT DISTANCE IS PER OHIO DEPARTMENT OF TRANSPORTATION LOCATION AND DESIGN MANUAL – VOLUME 1 FIGURES 201-4 AND 201-5.

REFERENCES

1. EXISTING BASE MAP INFORMATION OBTAINED FROM SURVEY COMPLETED BY CEC IN AUGUST 2025 AND SUPPLEMENTED BY AUDITORS DATA ACCESSED AUGUST 2025 AND RECORD PLANS PREPARED BY EMHART FOR THE NEW ALBANY PRESBYTERIAN CHURCH COMPLETED IN 2011.

SUBMITTAL RECORD

NO	DATE	DESCRIPTION

DRAWINGS, SURVEYS, AND LANDSCAPE ARCHITECTURE IN THE STATE OF OHIO MUST BE SEALED BY A REGISTERED PROFESSIONAL ENGINEER, SURVEYOR, OR LANDSCAPE ARCHITECT. THE SEALING OF THESE DOCUMENTS BY CEC LANDSCAPE ARCHITECTS, LLC IS LIMITED TO THE SCOPE OF WORK WILL BE PERFORMED BY CEC LANDSCAPE ARCHITECTS, LLC

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Ph: 614.540.6633
www.cecinc.com

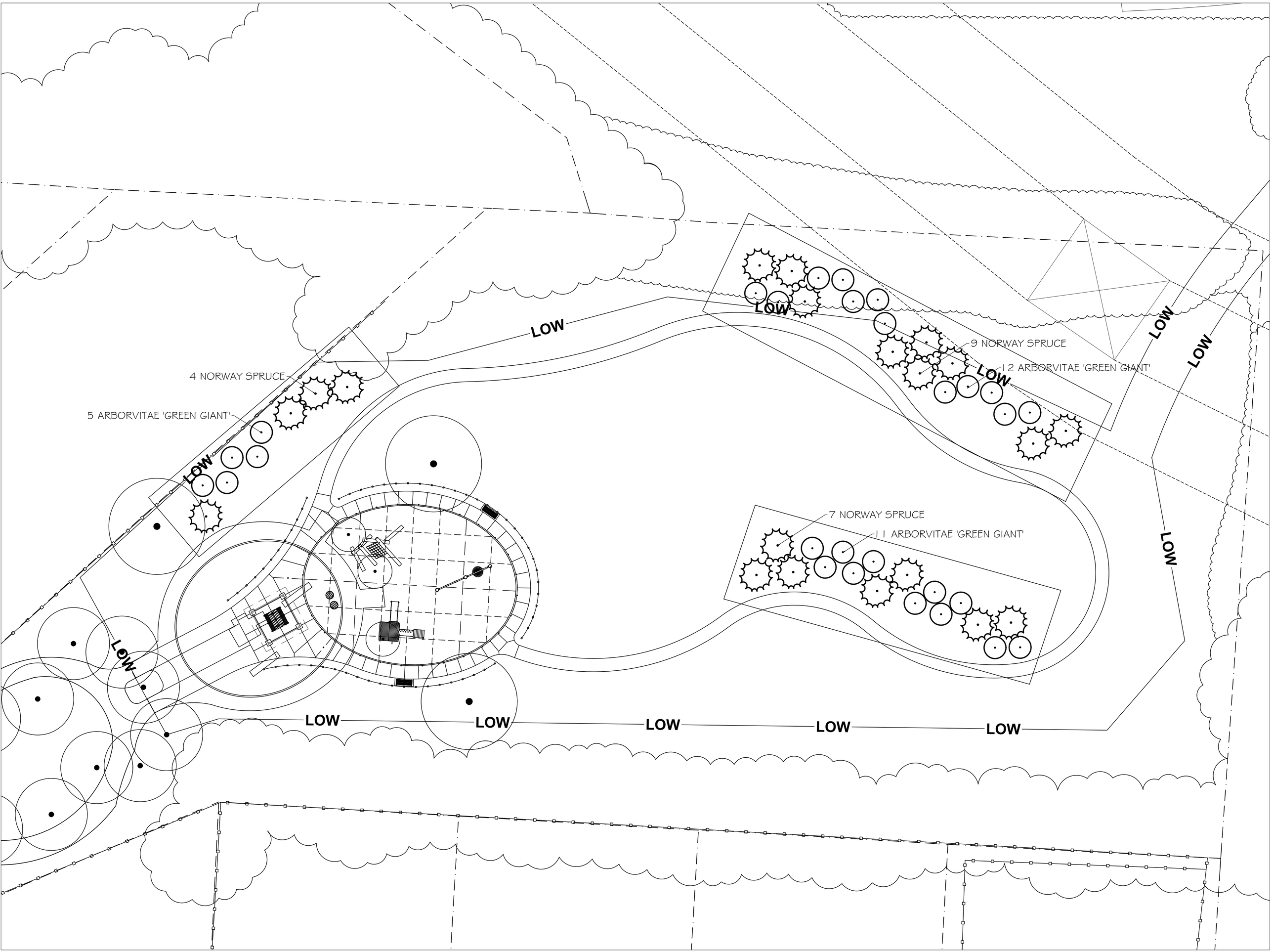
LIFESTYLE COMMUNITIES, LTD
HEALTHY NEW ALBANY FOOD PANTRY
HARLEM ROAD
CITY OF NEW ALBANY
FRANKLIN COUNTY, OHIO

INTERSECTION SITE DISTANCE (ISD)

DATE:	DECEMBER 2025	DRAWN BY:	ZAM
DWG SCALE:	1"=30'	CHECKED BY:	JTH
PROJECT NO:			354-347
APPROVED BY:			DRAFT

EXHIBIT: **EX-01**

SHEET 1 OF 1


LOW
LOW
LOW
LOW
LOW
LOW
LOW
LOW
LOW
LOW
LOW
LOW
9 NORWAY SPRUCE
12 ARBORVITAE 'GREEN GIANT'
4 NORWAY SPRUCE
5 ARBORVITAE 'GREEN GIANT'
7 NORWAY SPRUCE
11 ARBORVITAE 'GREEN GIANT'

SHEET LEGEND

G100	COVER SHEET
L100	ARCHITECTURAL SITE PLAN
L101	CONTEXTUAL SITE AND IMAGES
L102	LANDSCAPE PLAN
L103	DUMPSTER ENCLOSURE DETAILS
C100	EXISTING CONDITIONS + SITE DEMO
C200	CIVIL SITE LAYOUT PLAN
C201	CIVIL FIRE TRUCK ROUTING
C300	CIVIL SITE UTILITY & GRADING PLAN
A100	FLOOR PLAN
A101	MEZZANINE PLAN
A200	ELEVATIONS
A201	ELEVATIONS
A202	EXTERIOR LIGHTING
A203	EXTERIOR LIGHTING
A204	SIGNAGE PLANS
A300	BUILDING SECTION
A400	CONCEPT IMAGE - EAST
A401	CONCEPT IMAGE - EAST ENTRY
A402	CONCEPT IMAGE - WEST
A403	CONCEPT IMAGE - SOUTH
A404	CONCEPT IMAGE - NORTH
E100	EXTERIOR LIGHT LOCATION PLAN

PROJECT DATA

PROPOSED IS A NEW SINGLE STORY STRUCTURE OF 8,460 S.F. TO SERVE AS THE HEALTY NEW ALBANY FOOD PANTRY.

ADDRESS:
5220 JOHNSTOWN ROAD
NEW ALBANY, OH 43054

PARCEL #:
222-004475

ZONING DISTRICT:
I -PUD

LAND OWNER:
ROSE RUN PRESBYTERIAN CHURCH, INC.

FACILITY OWNER:
HEALTHY NEW ALBANY

F5

F5 DESIGN/ARCHITECTURE INC
PO BOX 86
NEW ALBANY, OHIO 43054

WWW.F5DESIGN.COM

F5MAIL@F5DESIGN.COM
TEL 614.224.4946

PROJECT NAME:

THE NEW ALBANY FOOD PANTRY

5220 JOHNSTOWN ROAD
NEW ALBANY, OHIO
43023

DESIGN REVIEW

SEAL/SIGNATURE

Drawings and specifications as instruments of professional service shall remain the propoerty 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. 2025

Builder

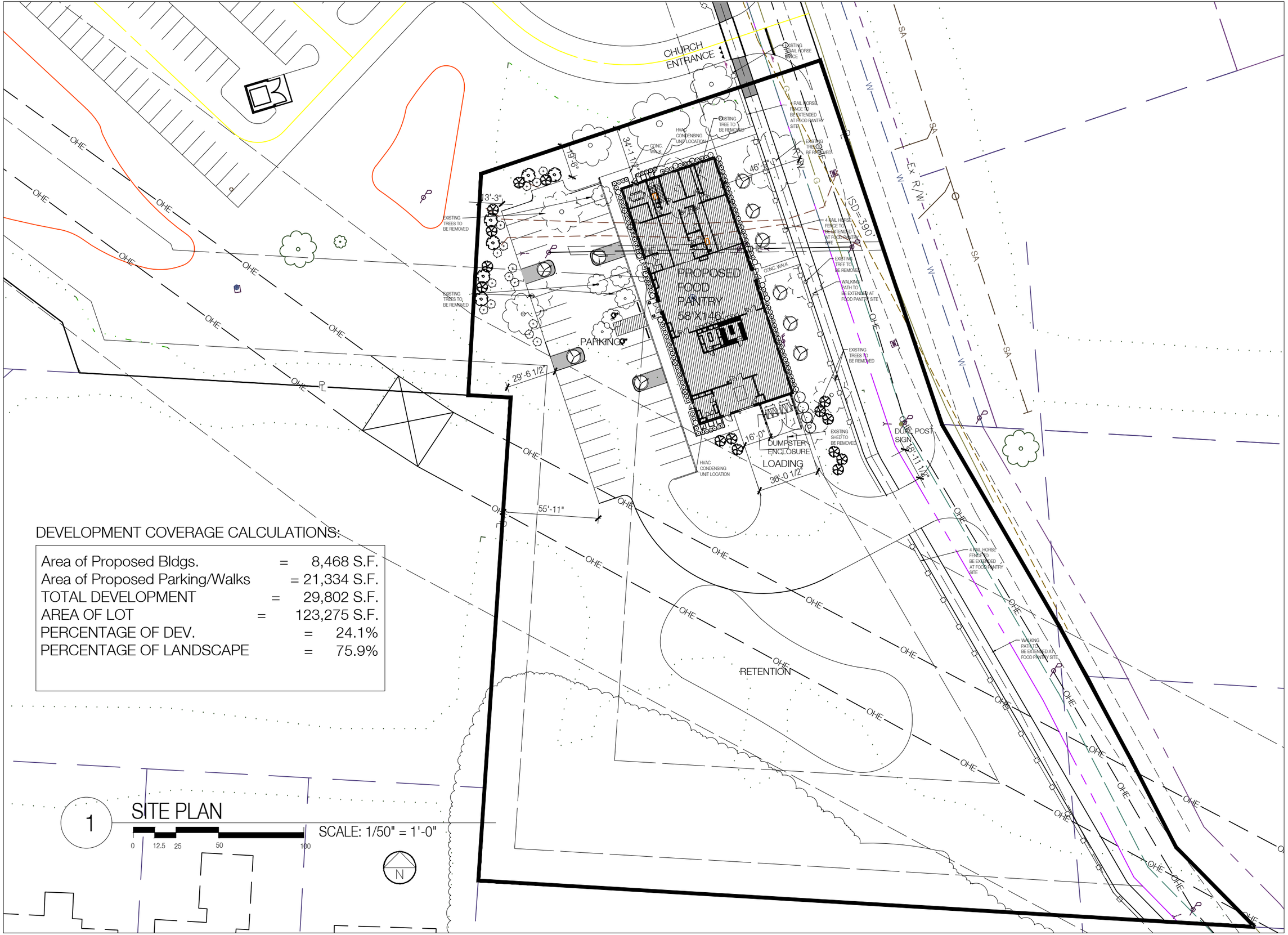
SCALE: NTS

PROJECT NO. 24002

COVER SHEET

5 FEB. 2026

G100



DEVELOPMENT COVERAGE CALCULATIONS:

Area of Proposed Bldgs.	=	8,468 S.F.
Area of Proposed Parking/Walks	=	21,334 S.F.
TOTAL DEVELOPMENT	=	29,802 S.F.
AREA OF LOT	=	123,275 S.F.
PERCENTAGE OF DEV.	=	24.1%
PERCENTAGE OF LANDSCAPE	=	75.9%

1 SITE PLAN

SCALE: 1/50" = 1'-0"

0 12.5 25 50 100

N

F5

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NEW ALBANY, OHIO 43054

WWW.F5DESIGN.COM

F5MAIL@F5DESIGN.COM
TEL 614.224.4946

PROJECT NAME:

THE NEW ALBANY FOOD PANTRY

5220 JOHNSTOWN ROAD
NEW ALBANY, OHIO
43023

DESIGN REVIEW

SEAL/SIGNATURE

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Builder

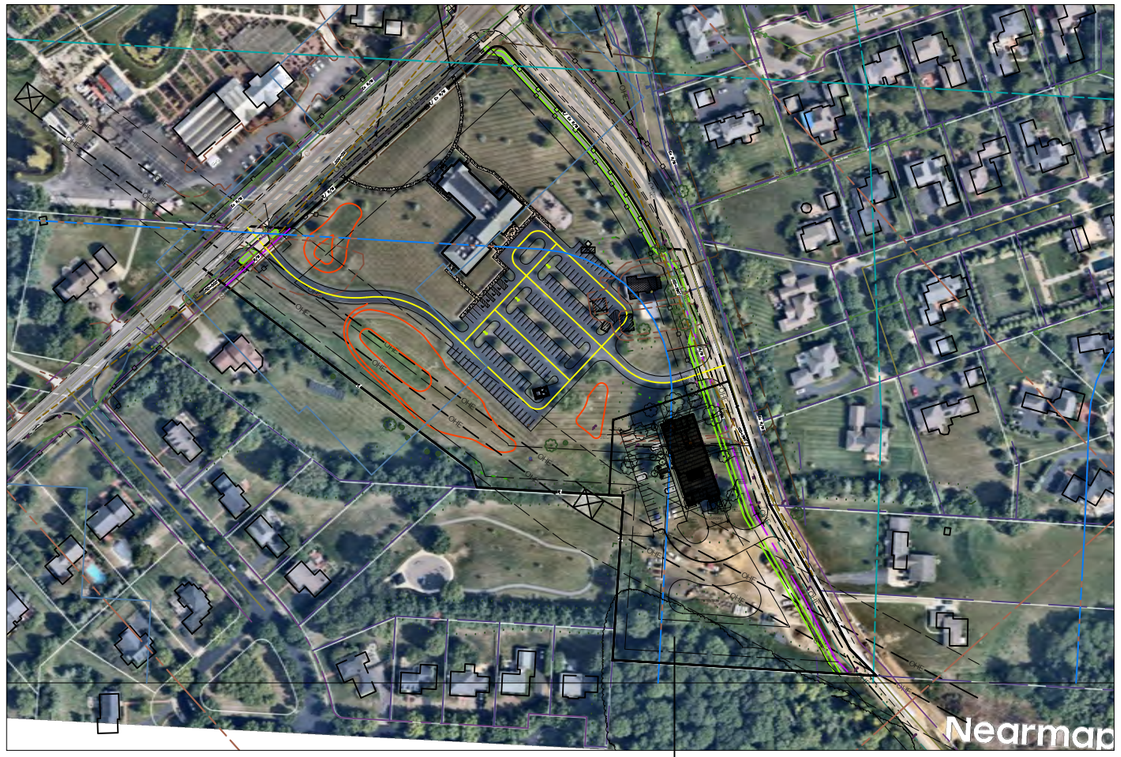
SCALE: 1"=50'-0"

PROJECT NO. 24002

SITE PLAN

10 FEBRUARY 2026

L100



FOOD PANTRY SITE

Site Concept Plan W/ Aerial

Rose Run Presbyterian Precedent Image

Rose Run Presbyterian Precedent Image

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Builder

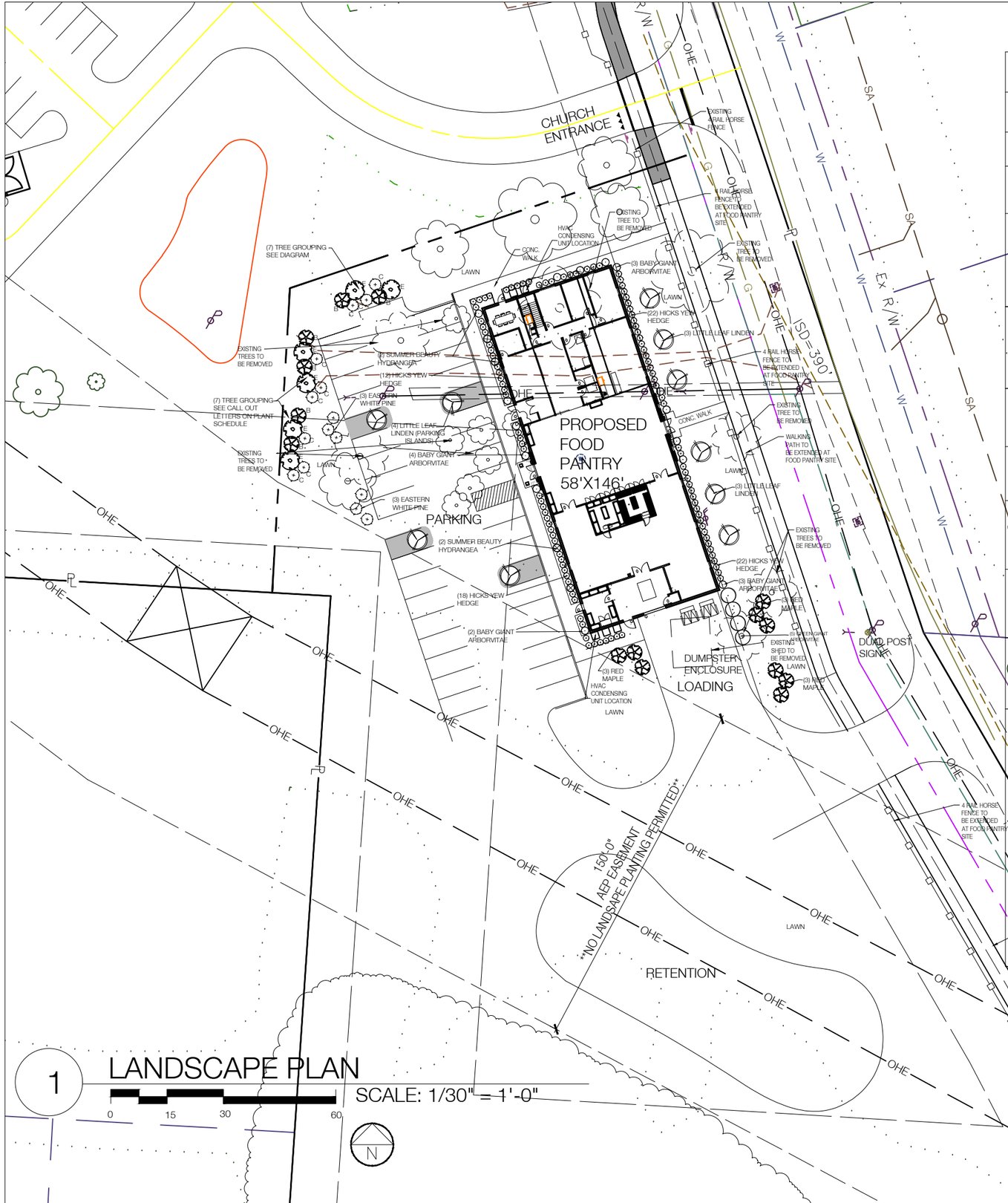
SCALE: N.T.S

PROJECT NO. 24002

SITE CONTEXT

12 DECEMBER 2025

L101



1 LANDSCAPE PLAN

SCALE: 1/30" = 1'-0"

0 15 30 60

PLANT SCHEDULE

TREE CALLOUT	SYMBOL	QTY.	BOTANICAL / COMMON NAME	SIZE
		4	HYDRANGEA MACROPHYLLA / SUMMER BEAUTY HYDRANGEA	3 GAL.
		74	TAXUS X MEDIA 'HICKSII' / HICKS YEW - HEDGE	3 GAL
A		10	TILIIA CORDATA / LITTLE LEAF LINDEN (TO MATCH EXISTING TREES IN CHURCH PARKING LOT)	2.5 IN. CAL.
B		15	ACER RUBRUM / RED MAPLE	2.5 IN. CAL.
C		15	PINUS STROBUS / EASTERN WHITE PINE	6'-8' HEIGHT
		12	THUJA PLICATA "STANDISHII' VIRGINIAN / BABY GIANT ARBORVITAE	3'-4' HEIGHT
D		4	THUJA PLICATA "STANDISHII' GREEN GIANT/ GREEN GIANT ARBORVITAE	6'-8' HEIGHT
E		6	PICEA ABIES/ NORWAY SPRUCE	6'-8' HEIGHT

EXISTING TREE REPLACEMENT:

1. THERE ARE 10 DECIDUOUS AND 3 EVERGREEN TREES THAT WILL BE REMOVED.
2. THERE WILL BE A TOTAL OF 50 TREES PLANTED AS A PART OF THIS PROPOSED LANDSCAPE PLAN.
   25 DECIDUOUS TREES AT A MIN. OF 2.5" CALIPER.
   25 EVERGREEN TREES AT A MIN. OF 6'-8' IN HEIGHT.

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Builder

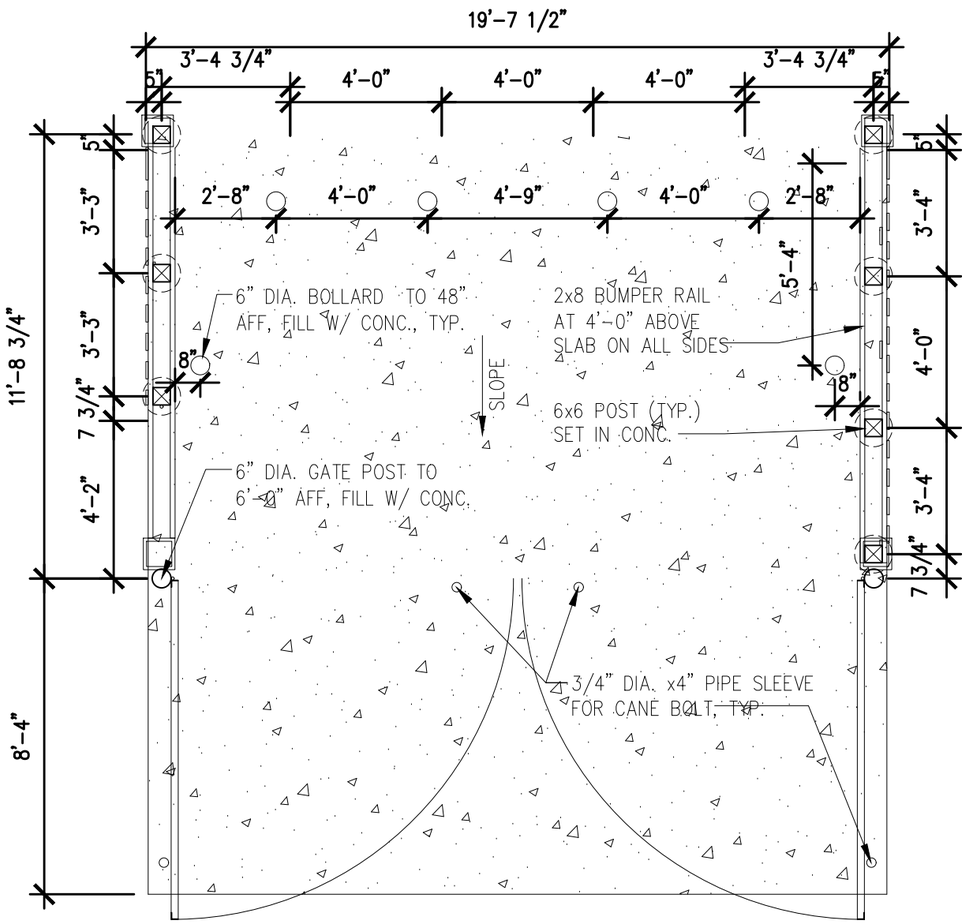
SCALE: 1"=50'-0"

PROJECT NO. 24002

LANDSCAPE PLAN

10 FEBRUARY 2026

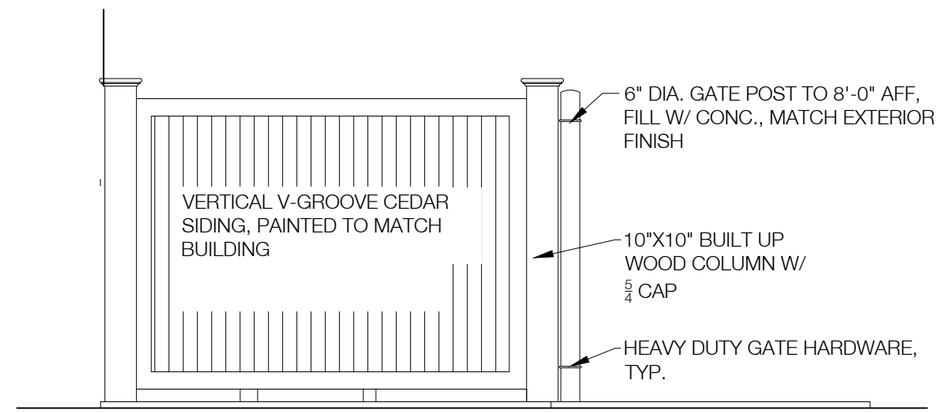
L102



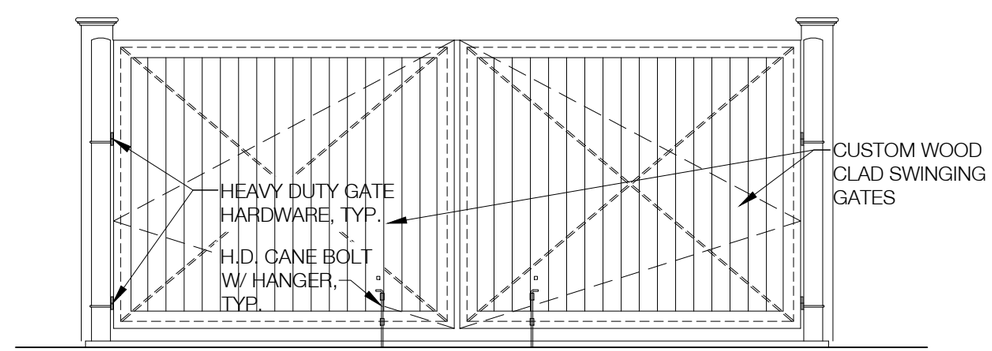
1 TRASH ENCLOSURE PLAN

L103 SCALE: 1/4" = 1'-0"

REAR ELEVATION



SIDE ELEVATION



FRONT ELEVATION

2 TRASH ENCLOSURE ELEVATIONS

L103 SCALE: 1/4" = 1'-0"

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Builder

SCALE: AS NOTED

PROJECT NO. 24002

DUMPSTER ENC.
PLANS + ELEV.

12 DECEMBER 2025

L103

NORTH

SCALE IN FEET

0 30 60

LEGEND

	EXISTING SUBJECT PROPERTY LINE
	EXISTING ADJACENT PROPERTY LINE
	EXISTING RIGHT OF WAY
	EXISTING CENTERLINE
	EXISTING EDGE OF PAVEMENT
	EXISTING STRUCTURE
	EXISTING EASEMENT
	EXISTING FENCE
940	EXISTING INDEX CONTOUR
939	EXISTING INTERMEDIATE CONTOUR
	EXISTING SIGN
SAN	EXISTING SANITARY SEWER
	EXISTING SANITARY STRUCTURE
ST	EXISTING STORM SEWER
	EXISTING STORM STRUCTURE
W	EXISTING WATER LINE
	EXISTING WATER STRUCTURE
	EXISTING POWER POLE
	EXISTING GUY WIRE
OH-E	EXISTING OVERHEAD WIRE
OH-E	EXISTING OVERHEAD ELECTRIC
UG-E	EXISTING UNDERGROUND ELECTRIC
G	EXISTING GAS LINE
	EXISTING GAS BOX (VALVE)
	EXISTING CONCRETE (TBR)
	EXISTING DRIVE PAVEMENT (TBR)
	EXISTING GRAVEL (TBR)
R/W	RIGHT-OF-WAY
℄	PROPERTY LINE
℄	CENTER LINE
TBR	TO BE REMOVED
DND	DO NOT DISTURB

KEY NOTES

- (E1) 150' ELECTRIC EASEMENT
- (E2) PATH EASEMENT
- (E3) GAS EASEMENT
- (E4) ELECTRIC EASEMENT (TO BE VACATED)

REFERENCES

1. EXISTING BASE MAP INFORMATION OBTAINED FROM SURVEY COMPLETED BY CEC IN AUGUST 2025 AND SUPPLEMENTED BY AUDITORS DATA ACCESSED AUGUST 2025 AND RECORD PLANS PREPARED BY EMH&T FOR THE NEW ALBANY PRESBYTERIAN CHURCH COMPLETED IN 2011.
2. EASEMENTS SHOWN ARE PER RECORD PLANS PREPARED BY EMH&T.

SUBMITTAL RECORD

NO	DATE	DESCRIPTION
	11/14/2025	1ST SUBMITTAL

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LIFESTYLE COMMUNITIES, LTD
HEALTHY NEW ALBANY FOOD PANTRY
HARLEM ROAD
CITY OF NEW ALBANY
FRANKLIN COUNTY, OHIO

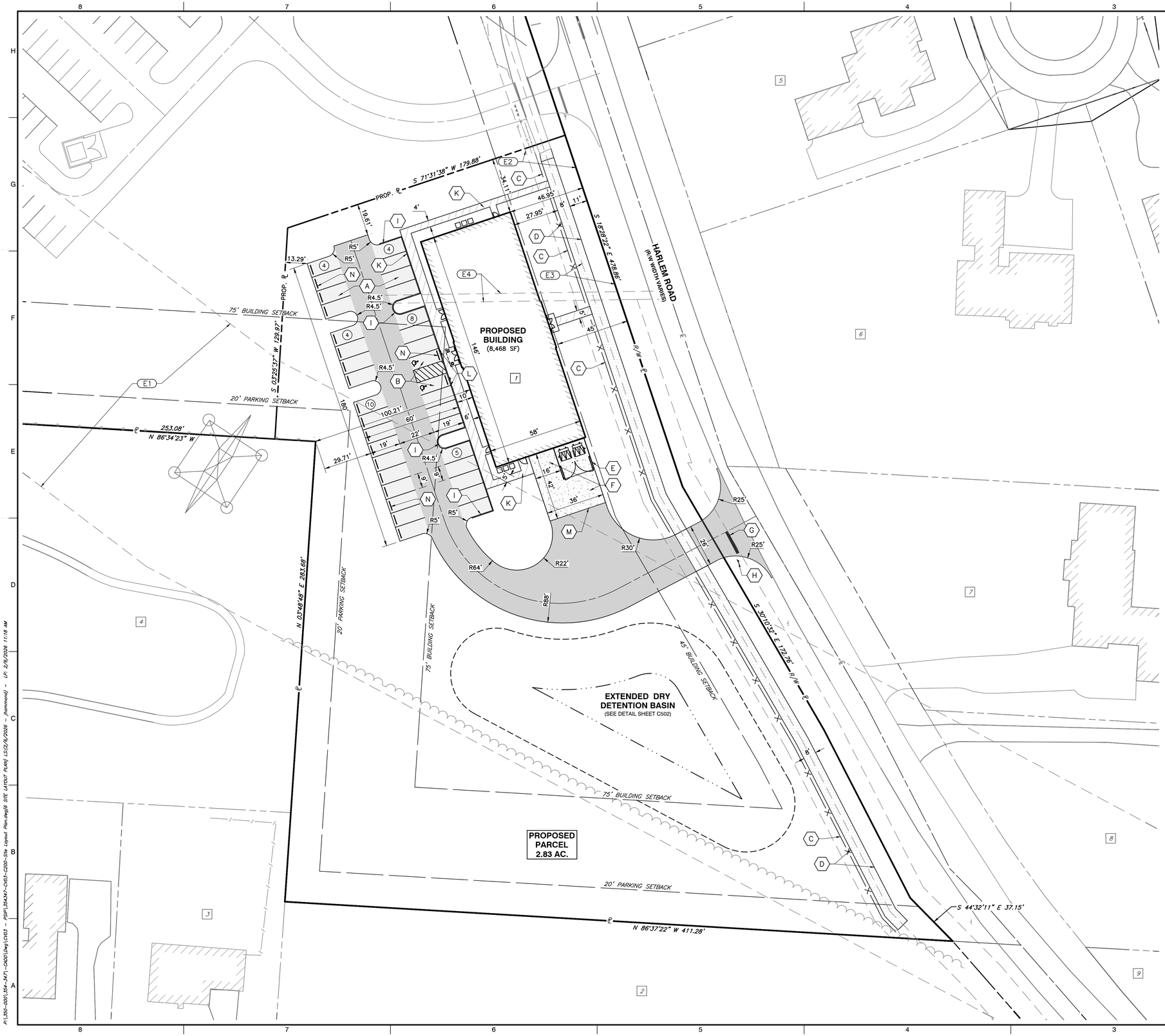
EXISTING CONDITIONS & DEMOLITION PLAN

DATE:	NOVEMBER 2025
DRAWN BY:	JJW
DWG SCALE:	1"=30'
CHECKED BY:	JTH
PROJECT NO:	354-347
APPROVED BY:	DRAFT

DRAWING NO.: **C100**

SHEET 2 OF 5

P:\350-000\354-347\-CADD\Dwg\CV02 - FDP\354347-CV02-C100-Existing Conditions & Demolition Plan.dwg\2 EXISTING CONDITIONS & DEMOLITION PLAN\ LS:(12/9/2025 - jhammond) - LP: 12/9/2025 9:15 AM



NORTH

SCALE IN FEET

0 30 60

LEGEND

- EXISTING SUBJECT PROPERTY LINE
- EXISTING ADJACENT PROPERTY LINE
- EXISTING RIGHT OF WAY
- EXISTING CENTERLINE
- EXISTING EDGE OF PAVEMENT
- EXISTING STRUCTURE
- EXISTING EASEMENT
- EXISTING FENCE
- PROPOSED PROPERTY LINE
- PROPOSED STRUCTURE
- PROPOSED SIDEWALK
- PROPOSED CENTERLINE OF ROAD
- PROPOSED PAVEMENT
- PROPOSED CURB
- PROPOSED WATER BODY
- PROPOSED FENCE
- PROPOSED HEAVY DUTY CONCRETE PAVEMENT (DETAIL 3, SHEET C003)
- PROPOSED BIKE PATH (DETAIL 8, SHEET C003)
- PROPOSED SIDEWALK (DETAIL 4, SHEET C003)
- TYPICAL HEAVY DUTY ASPHALT PAVEMENT (DETAIL 2, SHEET C003)
- TYPICAL LIGHT DUTY ASPHALT PAVEMENT (DETAIL 1, SHEET C003)

KEY NOTES

- A 9'W X 19'L PARKING SPACE
- B 8'W X 19'L VAN ACCESSIBLE PARKING SPACE (DETAIL 10, SHEET C003)
- C FENCE (SEE ARCHITECTURAL PLANS)
- D 8' BIKE PATH (DETAIL 8, SHEET C003)
- E DUMPSTER ENCLOSURE (SEE ARCHITECTURAL PLANS)
- F LOADING DOCK
- G 20" STOP BAR (DETAIL 14, SHEET C003)
- H STOP SIGN (R1-1-24),(DETAIL 12, SHEET C003)
- I CURB, STRAIGHT 18" (PER COC SCD 2000)
- J CONCRETE SIDEWALK (DETAIL 4, SHEET C003)
- K CONCRETE SIDEWALK ADJACENT TO CURB (DETAIL 5, SHEET C003)
- L FLUSH CONCRETE SIDEWALK (DETAIL 9, SHEET C003) (SEE ADA PARKING DETAIL (SHEET C302)
- M CONCRETE/ASPHALT TURNDOWN (DETAIL 6, SHEET C003)
- N PARKING BLOCK (DETAIL 13, SHEET C003)
- E1 EX. 150' ELECTRIC EASEMENT
- E2 EX. PATH EASEMENT
- E3 EX. GAS EASEMENT
- E4 EX. ELECTRIC EASEMENT (TO BE VACATED)

REFERENCES

1. EXISTING BASE MAP INFORMATION OBTAINED FROM SURVEY COMPLETED BY CEC IN AUGUST 2025 AND SUPPLEMENTED BY AUDITORS DATA ACCESSED AUGUST 2025 AND RECORD PLANS PREPARED BY EMH&T FOR THE NEW ALBANY PRESBYTERIAN CHURCH COMPLETED IN 2011.
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SUBMITTAL RECORD

NO	DATE	DESCRIPTION

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LIFESTYLE COMMUNITIES, LTD
HEALTHY NEW ALBANY FOOD PANTRY
HARLEM ROAD
CITY OF NEW ALBANY
FRANKLIN COUNTY, OHIO

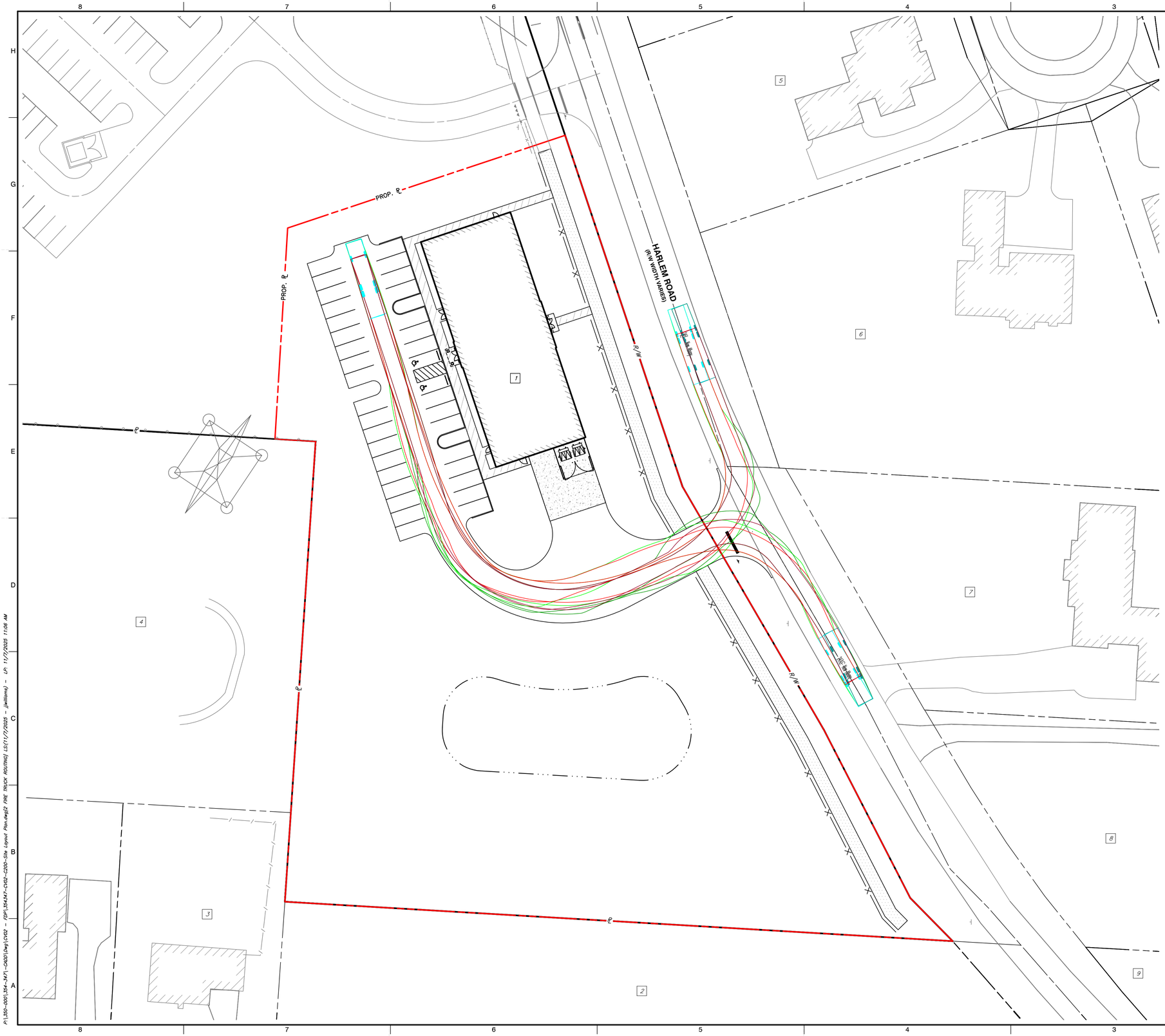
SITE LAYOUT PLAN

DATE:	FEBRUARY 2026
DRAWN BY:	DRT
DWG SCALE:	1"=30'
CHECKED BY:	JTH
PROJECT NO:	354-347
APPROVED BY:	DRAFT

DRAWING NO.: C200

SHEET 6 OF 15

P:\350-000\354-347\-CADD\Dwg\CV03 - PSIP\354347-CV03-C200-Site Layout Plan.dwg[6 SITE LAYOUT PLAN] LS:(2/6/2026 - jhammond) - LP: 2/6/2026 11:18 AM



NORTH

SCALE IN FEET

0 30 60

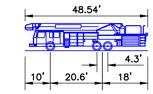
LEGEND

PROPOSED FRONT/REAR TIRE

PROPOSED CAR OVERHANG

247 - New Albany

PROPOSED TRUCK OUTLINE



OVERALL LENGTH	48.54'
OVERALL WIDTH	10.00'
OVERALL BODY HEIGHT	10.78'
MIN BODY GROUND CLEARANCE	1.21'
MAX TRACK WIDTH	10.00'
LOCK-TO-LOCK TIME	4.00S
MAX WHEEL ANGLE	42.00°

NEW ALBANY
247" WHEELBASE FIRETRUCK
NOT TO SCALE

SUBMITTAL RECORD

NO	DATE	DESCRIPTION

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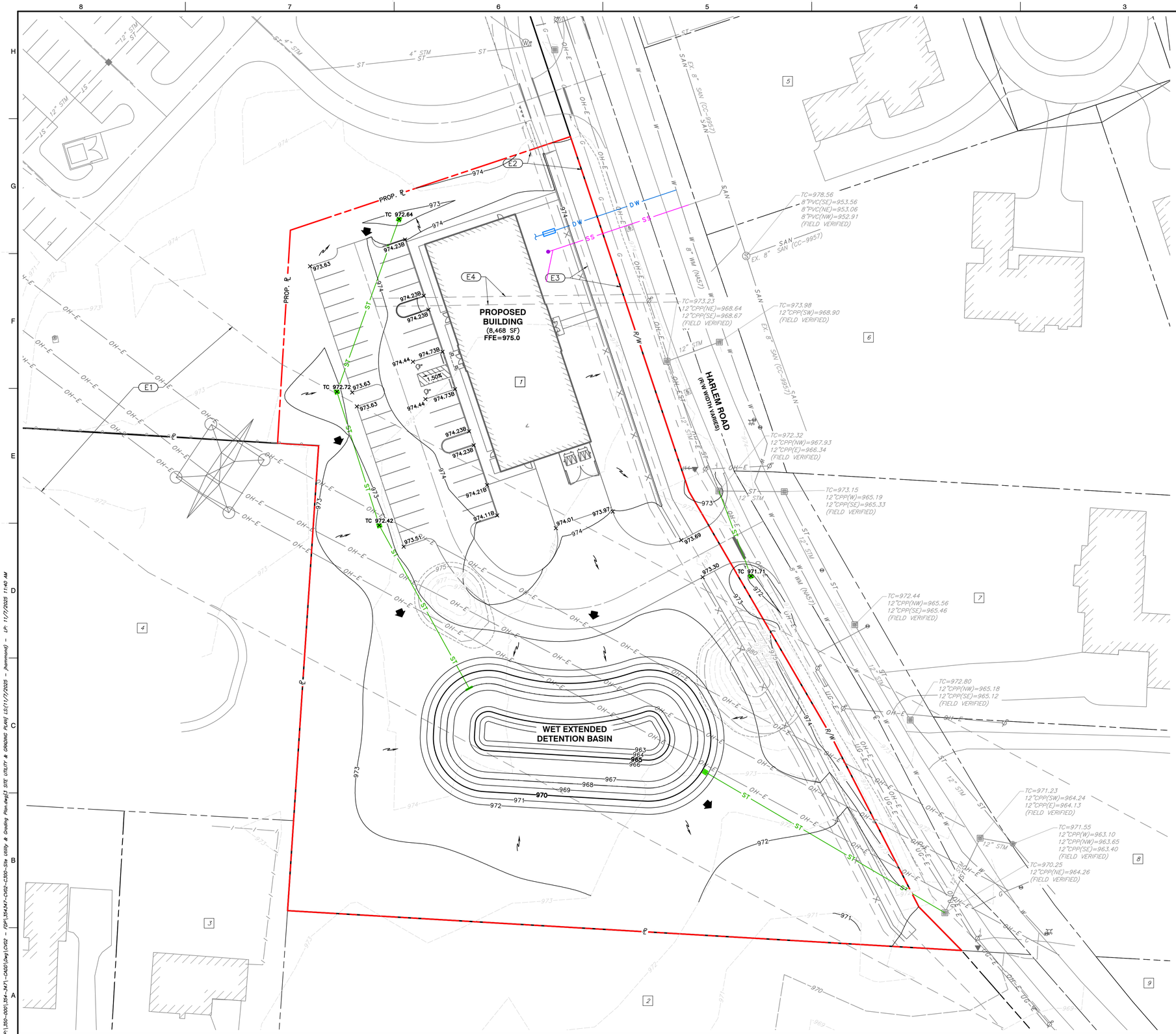
HEALTHY NEW ALBANY FOOD PANTRY
HARLEM ROAD
CITY OF NEW ALBANY
FRANKLIN COUNTY, OHIO

FIRE TRUCK ROUTING

DATE:	NOVEMBER 2025
DRAWN BY:	JJW
DVG SCALE:	1"=30'
CHECKED BY:	JTH
PROJECT NO:	354-347
APPROVED BY:	DRAFT

DRAWING NO.:
C201
SHEET 2 OF 3

P:\350-000\354-347\-CADD\Dwg\CV02 - FDP\354347-CV02-C200-Site Layout Plan.dwg[2 FIRE TRUCK ROUTING] LS:(11/7/2025 - jjwilliams) - LP: 11/7/2025 11:06 AM



NORTH

SCALE IN FEET

0 30 60

LEGEND

- EXISTING SUBJECT PROPERTY LINE
- EXISTING ADJACENT PROPERTY LINE
- EXISTING RIGHT OF WAY
- EXISTING CENTERLINE
- EXISTING EDGE OF PAVEMENT
- EXISTING STRUCTURE
- EXISTING EASEMENT
- EXISTING FENCE
- 940 EXISTING INDEX CONTOUR
- 939 EXISTING INTERMEDIATE CONTOUR
- EXISTING SIGN
- SAN EXISTING SANITARY SEWER
- EXISTING SANITARY STRUCTURE
- ST EXISTING STORM SEWER
- EXISTING STORM STRUCTURE
- W EXISTING WATER LINE
- EXISTING WATER STRUCTURE
- EXISTING POWER POLE
- EXISTING GUY WIRE
- OH-E EXISTING OVERHEAD WIRE
- OH-E EXISTING OVERHEAD ELECTRIC
- UG-E EXISTING UNDERGROUND ELECTRIC
- G EXISTING GAS LINE
- EXISTING GAS BOX (VALVE)
- PROPOSED PROPERTY LINE
- PROPOSED STRUCTURE
- PROPOSED SIDEWALK
- PROPOSED CENTERLINE OF ROAD
- PROPOSED PAVEMENT
- PROPOSED CURB
- PROPOSED WATER BODY
- PROPOSED SANITARY CLEANOUT
- SS PROPOSED SANITARY SERVICE
- DW PROPOSED DOMESTIC WATER SERVICE
- ST PROPOSED STORM SEWER
- PROPOSED MANHOLE
- PROPOSED STORM SEWER INLET
- PROPOSED HEADWALL
- × 750.00 EXISTING SPOT ELEVATION
- 720 PROPOSED INDEX CONTOUR
- 722 PROPOSED INTERMEDIATE CONTOUR
- FFE=873.50 PROPOSED FINISHED FLOOR ELEVATION
- ×873.53 PROPOSED SPOT ELEVATION
- ×873.37B PROPOSED BOTTOM/FACE OF CURB
- ×TC=875.79 PROPOSED TOP OF CASTING
- 4.25% PROPOSED SPOT SLOPE
- PROPOSED FLOW ARROW
- PROPOSED MAJOR FLOOD ROUTING

REFERENCES

1. EXISTING BASE MAP INFORMATION OBTAINED FROM SURVEY COMPLETED BY CEC IN AUGUST 2025 AND SUPPLEMENTED BY AUDITORS DATA ACCESSED AUGUST 2025 AND RECORD PLANS PREPARED BY EMH&T FOR THE NEW ALBANY PRESBYTERIAN CHURCH COMPLETED IN 2011.
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LIFESTYLE COMMUNITIES, LTD
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HARLEM ROAD
CITY OF NEW ALBANY
FRANKLIN COUNTY, OHIO

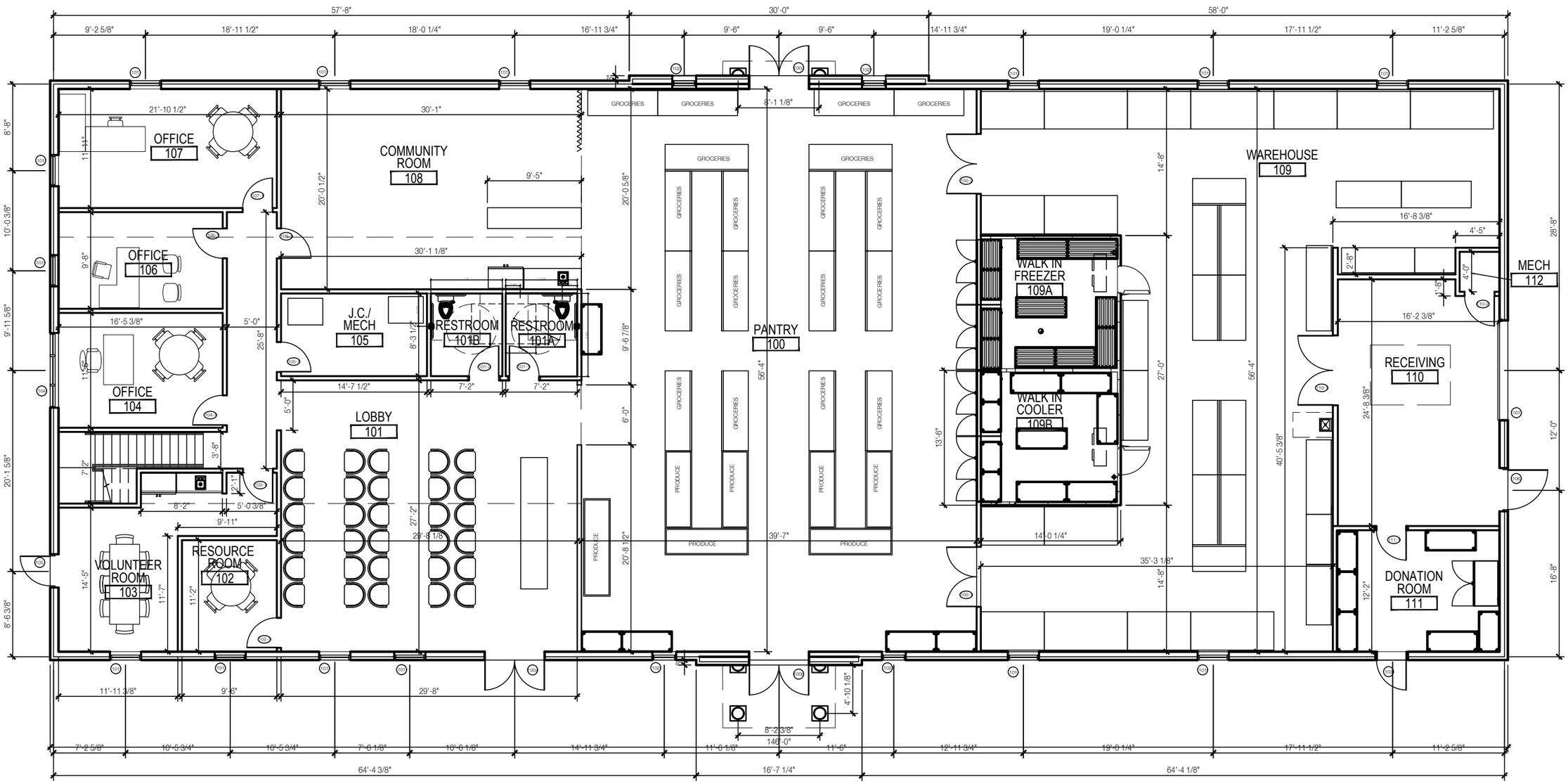
SITE UTILITY & GRADING PLAN

DATE:	NOVEMBER 2025
DRAWN BY:	JJW
DWG SCALE:	1"=30'
CHECKED BY:	JTH
PROJECT NO:	354-347
APPROVED BY:	DRAFT

DRAWING NO.:
C300

SHEET 3 OF 3

P:\350-000\354-347\-CADD\Dwg\CV02 - FDP\354347-CV02-C300-Site Utility & Grading Plan.dwg\3 SITE UTILITY & GRADING PLAN\ LS:(11/7/2025 - jhammond) - LP: 11/7/2025 11:40 AM



1 FLOOR PLAN

0 1 2 4 8 16

SCALE: 3/32" = 1'-0"

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TEL 614.224.4946

PROJECT NAME:

THE NEW ALBANY FOOD PANTRY

5220 JOHNSTOWN ROAD
NEW ALBANY, OHIO
43023

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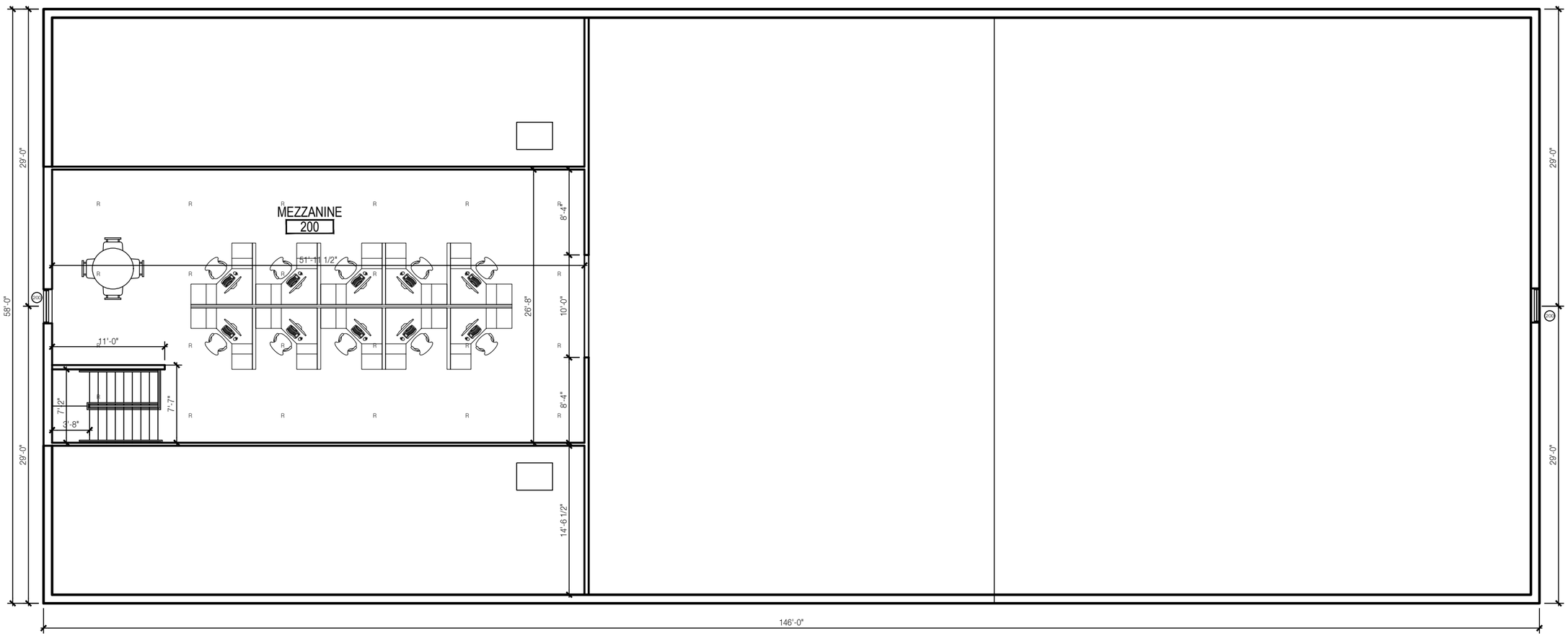
SCALE: 3/32"=1'-0"

PROJECT NO. 24002

FLOOR PLAN

12 DECEMBER 2025

A100



1 MEZZANINE PLAN

0 1 2 4 8 16

SCALE: 3/32" = 1'-0"

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Builder

SCALE: 3/32"=1'-0"

PROJECT NO. 24002

MEZZANINE PLAN

12 DECEMBER 2025

A101

2 NORTH ELEVATION

SCALE: 3/32" = 1'-0"

0 1 2 4 8 16

WINDOW & EXTERIOR DOOR SCHEDULE

THE NEW ALBANY FOOD PANTRY — NEW ALBANY, OHIO

- WINDOW NOMENCLATURE IS BASED ON CLAD WOOD S.D.L. WINDOWS WITH 3 1/2" BRICKMOLD BY MARVIN WINDOWS (U.N.O.)
- FIRST FLOOR ROUGH OPENING HEIGHT VERIFY ON ELEVATION

DESIGNATION	NOMENCLATURE	OPERATION	NOTES
100	6'-0" X 9'-0"	FRENCH ENTRY DOOR	
101	UWDH 3066	DOUBLE HUNG	
102	UWDH 2266	DOUBLE HUNG	
103	3'-0" X 9'-0"	OUTSWING DOOR	
104	UWDH 3066 W/ (2) 2266	DOUBLE HUNG	
105	4'-0" X 9'-0"	OUTSWING DOOR	
106	10'-0" X 10'-0"	OVERHEAD DOOR	
200	UWDH 3066	DOUBLE HUNG	

1 WEST ELEVATION

SCALE: 3/32" = 1'-0"

0 1 2 4 8 16

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DESIGN REVIEW

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Builder

SCALE: 3/32"=1'-0"

PROJECT NO. 24002

ELEVATIONS

10 FEB. 2025

A200

2 SOUTH ELEVATION

SCALE: 3/32" = 1'-0"

0 1 2 4 8 16

1 EAST ELEVATION

SCALE: 3/32" = 1'-0"

0 1 2 4 8 16

WINDOW & EXTERIOR DOOR SCHEDULE

THE NEW ALBANY FOOD PANTRY — NEW ALBANY, OHIO

- WINDOW NOMENCLATURE IS BASED ON CLAD WOOD S.D.L. WINDOWS WITH 3 1/2" BRICKMOLD BY MARVIN WINDOWS (U.N.O.)
- FIRST FLOOR ROUGH OPENING HEIGHT VERIFY ON ELEVATION

DESIGNATION	NOMENCLATURE	OPERATION	NOTES
100	6'-0" X 9'-0"	FRENCH ENTRY DOOR	
101	UWDH 3066	DOUBLE HUNG	
102	UWDH 2266	DOUBLE HUNG	
103	3'-0" X 9'-0"	OUTSWING DOOR	
104	UWDH 3066 W/ (2) 2266	DOUBLE HUNG	
105	4'-0" X 9'-0"	OUTSWING DOOR	
106	10'-0" X 10'-0"	OVERHEAD DOOR	
200	UWDH 3066	DOUBLE HUNG	

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PROJECT NAME:

THE NEW ALBANY FOOD PANTRY

5220 JOHNSTOWN ROAD
NEW ALBANY, OHIO
43023

DESIGN REVIEW

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Builder

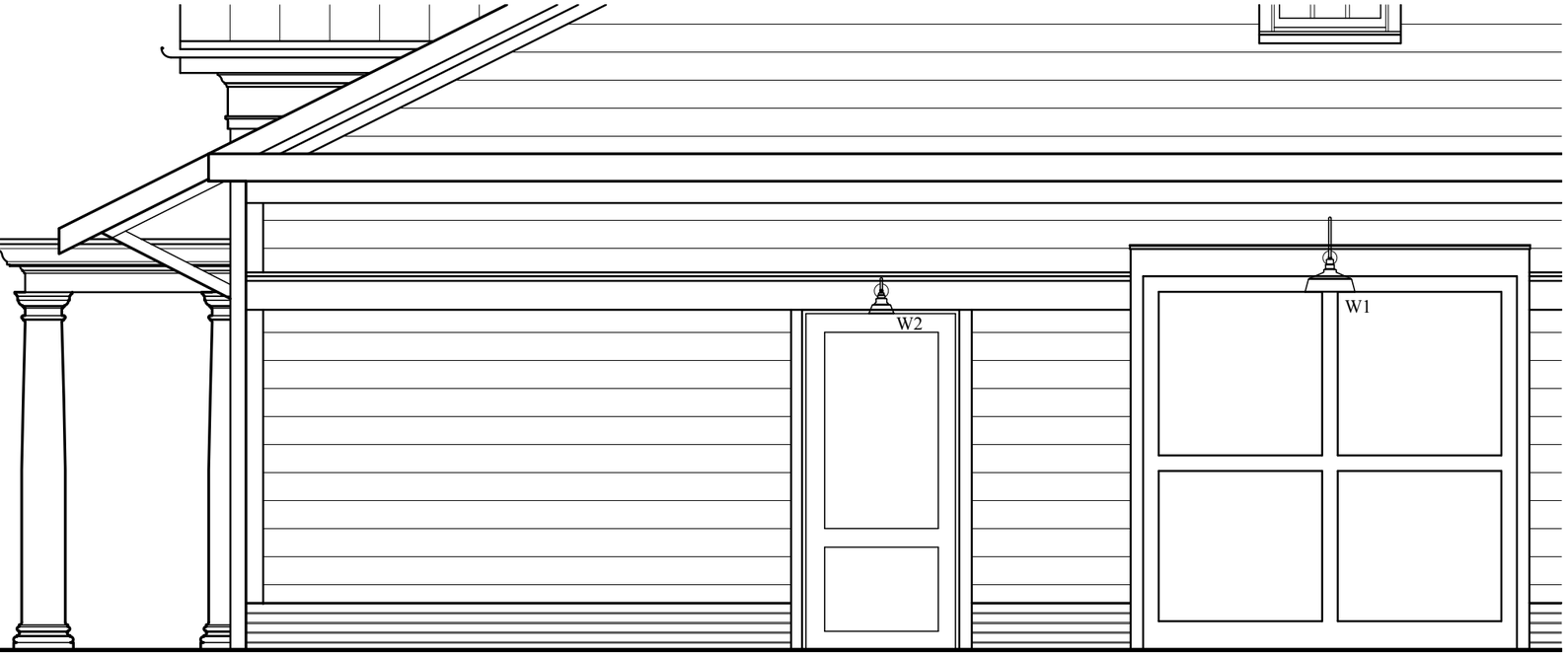
SCALE: 3/32"=1'-0"

PROJECT NO. 24002

ELEVATIONS

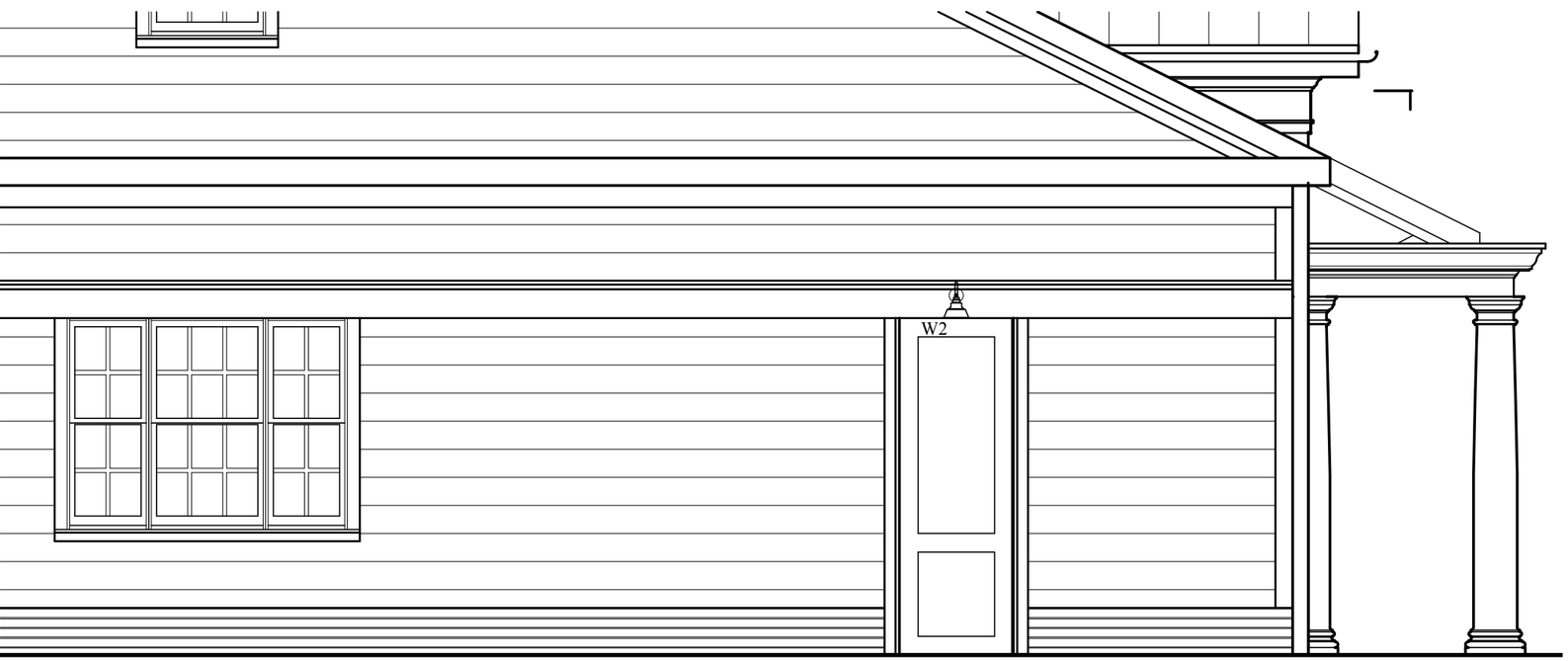
12 DECEMBER 2025

A201



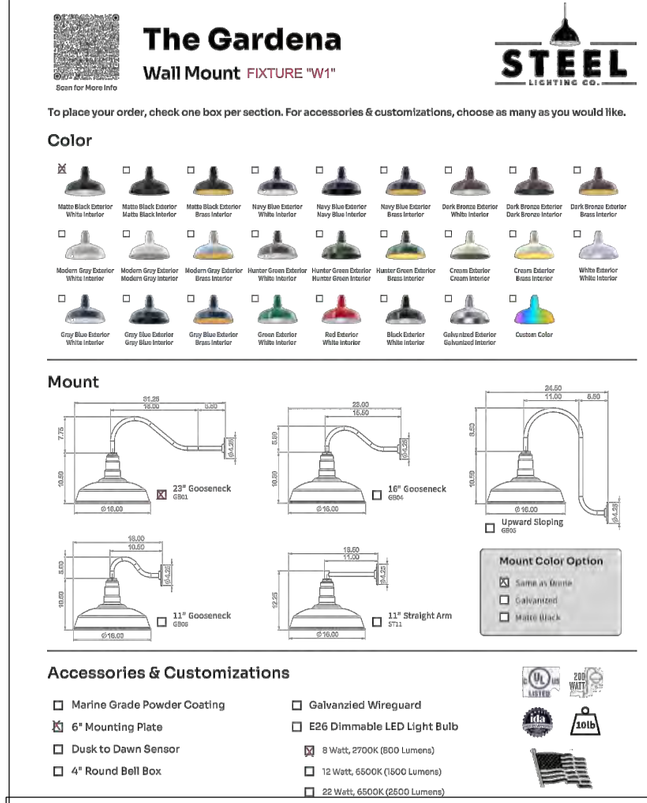
WAREHOUSE EXIT

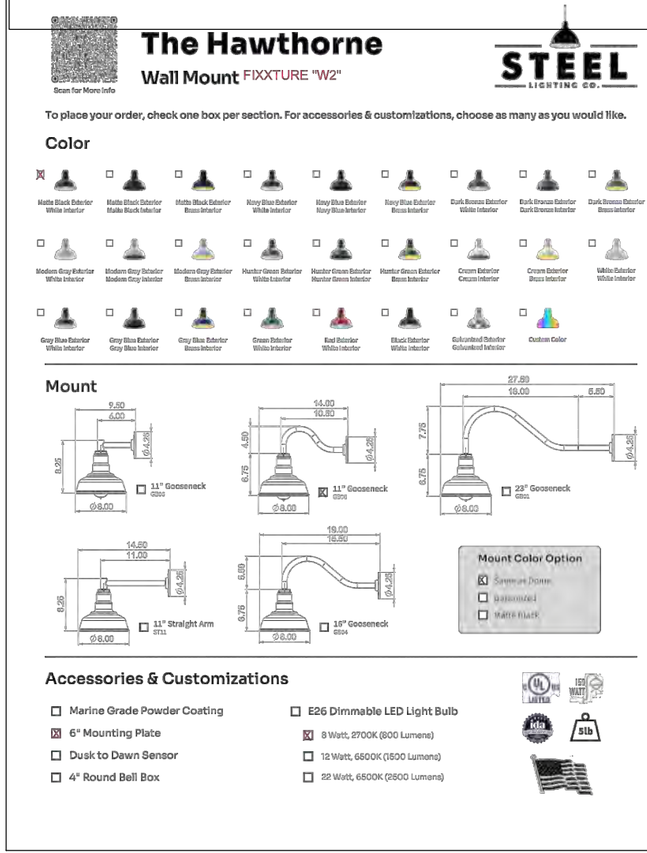
SOUTH ELEVATION - EXTERIOR LIGHTING



VOLUNTEER ENTRANCE

NORTH ELEVATION - EXTERIOR LIGHTING





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Builder

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

PROJECT NO. 24002

EXT. LIGHTING

12 DECEMBER 2025

A202

WEST ELEVATION - EXTERIOR LIGHTING

The Carson

Ceiling Mount FIXTURE "P1"

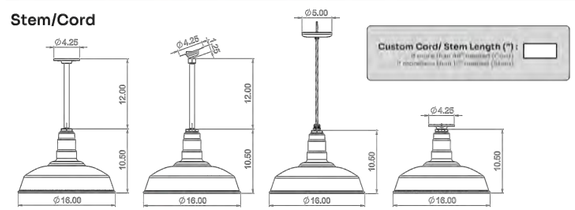
Scan for More Info

STEEL LIGHTING CO.

To place your order, check one box per section. For accessories & customizations, choose as many as you would like.

Color

Stem/Cord



- ☐ 12" Stem PR12
  - ☐ Same Color as Dome
  - ☐ Galvanized
- ☒ 12" Sloped Stem SL12
  - ☒ Same Color as Dome
  - ☐ Galvanized
- ☐ 48" Cord PC48
  - ☐ Black Nylon Cord
  - ☐ White Nylon Cord
- ☐ Flush Mount PR10

Accessories & Customizations

- ☐ Marine Grade Powder Coating
- ☒ 6" Mounting Plate
- ☐ Galvanized Wiregard
- ☐ 4" Round Bell Box
- ☐ E26 Dimmable LED Light Bulb
  - ☒ 8 Watt, 2700K (800 Lumens)
  - ☐ 12 Watt, 6500K (1500 Lumens)
  - ☐ 22 Watt, 6500K (2500 Lumens)

The Venice

Wall Mount FIXTURE "W3"

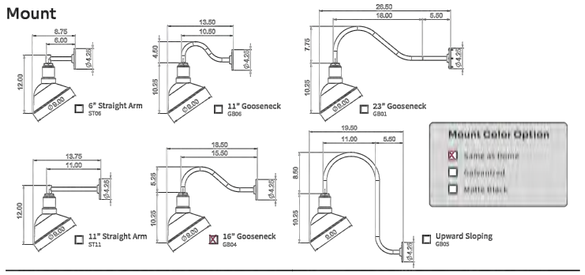
Scan for More Info

STEEL LIGHTING CO.

To place your order, check one box per section. For accessories & customizations, choose as many as you would like.

Color

Mount



- ☐ 6" Straight Arm ST06
- ☐ 11" Gooseneck GB06
- ☐ 23" Gooseneck GB01
- ☐ 11" Straight Arm ST11
- ☒ 16" Gooseneck GB04
- ☐ Upward Sloping GB05

Accessories & Customizations

- ☐ Marine Grade Powder Coating
- ☒ 6" Mounting Plate
- ☐ 4" Round Bell Box
- ☐ E26 Dimmable LED Light Bulb
  - ☒ 8 Watt, 2700K (800 Lumens)
  - ☐ 12 Watt, 6500K (1500 Lumens)
  - ☐ 22 Watt, 6500K (2500 Lumens)

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PROJECT NAME:

THE NEW ALBANY
FOOD PANTRY

5220 JOHNSTOWN ROAD
NEW ALBANY, OHIO
43023

DESIGN REVIEW

SEAL/SIGNATURE

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Builder

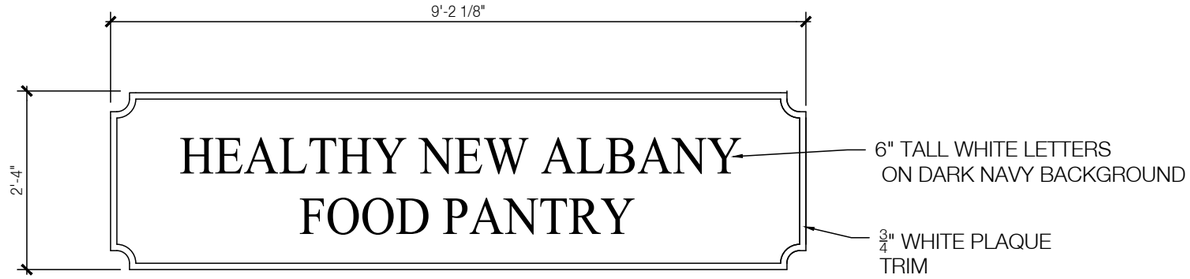
SCALE: 1/4"=1'-0"

PROJECT NO. 24002

EXT. LIGHTING

10 FEB. 2025

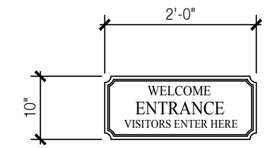
A203



9'-2"X2'-4" SIGN PLAQUE
21.33 S.F. (EXTERNALLY
ILLUMINATED)

1 WS1- WALL MOUNTED SIGN - EAST AND WEST ELEVATION

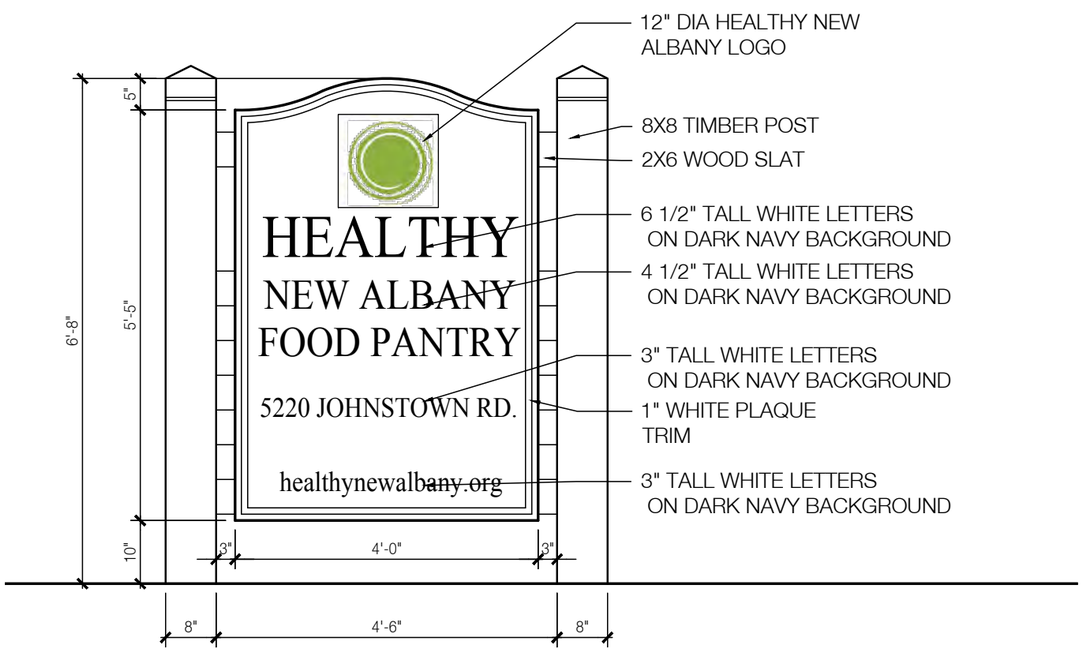
SCALE: 1/2" = 1'-0"



10"X2'-0" SIGN PLAQUE
1.66 S.F. (NON ILLUMINATED)

2 WS2- WALL MOUNTED SIGN - WEST ELEV.

SCALE: 1/2" = 1'-0"



4'-0" X 5'-10" DUAL POST
SIGN 22.5 S.F. (PER SIDE)

3 S1- DUAL POST SIGN

SCALE: 1/2" = 1'-0"

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Builder

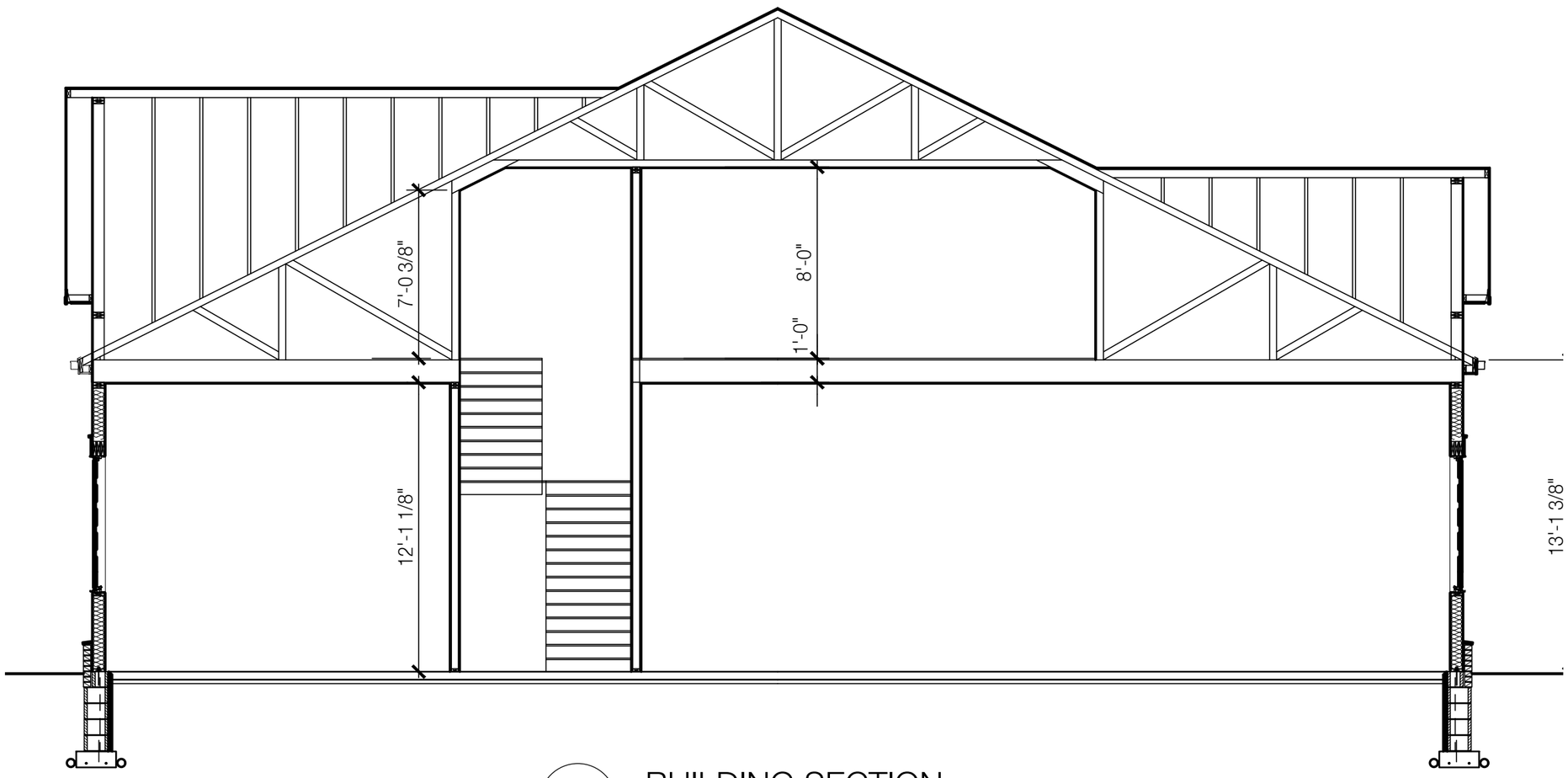
SCALE: AS NOTED

PROJECT NO. 24002

EXT. SIGNAGE

10 FEB. 2026

A204



1 BUILDING SECTION

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

0 1 2 4 8

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FOOD PANTRY

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Builder

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

PROJECT NO. 24002

BLDG. SECTION

12 DECEMBER 2025

A300

1 CONCEPT IMAGE - EAST SIDE
NOT TO SCALE

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Builder

SCALE: NTS

PROJECT NO. 24002

CONCEPT IMAGES

12 DECEMBER 2025

A400

1 CONCEPT IMAGE - EAST ENTRY
NOT TO SCALE

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5220 JOHNSTOWN ROAD
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Builder

SCALE: NTS

PROJECT NO. 24002

CONCEPT IMAGES

12 DECEMBER 2025

A401

1 CONCEPT IMAGE - WEST SIDE
NOT TO SCALE

F5

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PROJECT NAME:

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Builder

SCALE: NTS

PROJECT NO. 24002

CONCEPT IMAGES

10 FEB. 2025

A402

1 CONCEPT IMAGE - SOUTH SIDE
NOT TO SCALE

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PROJECT NAME:

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FOOD PANTRY

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NEW ALBANY, OHIO
43023

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Builder

SCALE: NTS

PROJECT NO. 24002

CONCEPT IMAGES

12 DECEMBER 2025

A403

1 CONCEPT IMAGE - NORTH SIDE
NOT TO SCALE

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Builder

SCALE: NTS

PROJECT NO. 24002

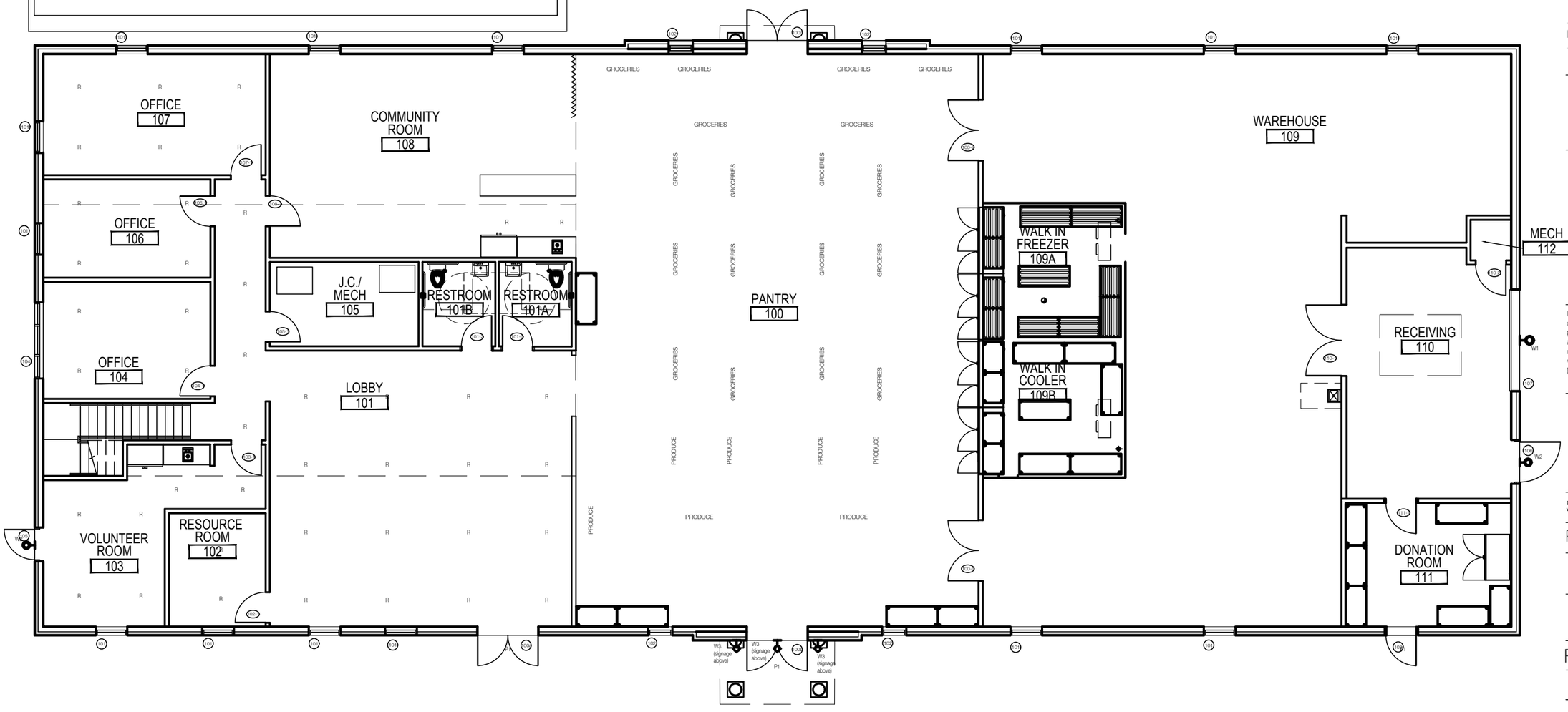
CONCEPT IMAGES

5 FEB. 2025

A404

REFLECTED CEILING PLAN SYMBOL LEGEND

W1	EXTERIOR WALL MOUNT GOOSE NECK LIGHTING - LARGE
W2	EXTERIOR WALL MOUNT GOOSE NECK LIGHTING - SMALL
W3	EXTERIOR WALL MOUNT GOOSE NECK LIGHTING -SIGNAGE
P1	EXTERIOR ARCHITECTURAL PENDANT LARGE, tbd
	4" SUSPENDED FLOURESCENT, 4'-0" SEGEMENT LENGTHS, TBD
	INTERIOR ARCHITECTURAL SCONCE BY OWNER
	INTERIOR ARCHITECTURAL SUSPENDED Track Lighting, tbd
P2	INTERIOR ARCHITECTURAL PENDANT MEDIUM, tbd
P3	INTERIOR ARCHITECTURAL PENDANT, SMALL, tbd
R	4" RECESSED CAN LIGHT , tbd
	BATTERY POWERED EMERGENCY LIGHT AND EXIT SIGN
	WALL MOUNTED EMERGENCY LIGHT W/ BATTERY BACK-UP
	REMOTE EGRESS LIGHT FIXTURE



1 REFLECTED CEILING PLAN

SCALE: 3/32" = 1'-0"

0 1 2 4 8 16

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Builder

SCALE: 3/32"=1'-0"

PROJECT NO. 24002

RCP

12 DECEMBER 2025

E100

Planning Commission Staff Report
March 16, 2026 Meeting

CLOVER VALLEY EAST ZONING DISTRICT
ZONING AMENDMENT

LOCATION:	Generally located northeast of the intersection at Jug Street and Clover Valley Road (see attached list of parcels)
REQUEST:	Zoning Amendment
ZONING:	Agricultural (AG) to Limited General Employment District (L-GE)
STRATEGIC PLAN:	Employment Center
APPLICATION:	ZC-09-2026
APPLICANT:	Lincoln Property Company, c/o Aaron Underhill, Esq., Underhill & Hodge LLC

Review based on application materials received February 2, 2026.

Staff report completed by Lauren Sauter, Planner

I. REQUEST AND BACKGROUND

The applicant requests review and recommendation to rezone approximately 106.4 acres. The request proposes to create a new limitation text for the area known as the "Clover Valley East Zoning District" and will be zoned Limited General Employment (L-GE). The proposed rezoning serves as an expansion of the New Albany International Business Park.

The proposed zoning is a limitation text. A limitation text can only establish more restrictive requirements than the zoning code. The proposed Limited General Employment District permits office, manufacturing and production, warehouse and distribution, and research and production uses as well as data center uses as accessory uses under specific circumstances. The text contains a similar list of permitted, conditional, and prohibited uses as other similar zoning districts that are also zoned Limited General Employment (L-GE) in the immediate area.

II. SITE DESCRIPTION & USE

The overall 106.4+/- acre site consists of 22 properties located within Licking County. The site is generally located northeast of and adjacent to the intersection of Jug Street and Clover Valley Road. The subject parcels are currently being annexed into the city. The first meeting for the annexation was heard by City Council on January 20, 2026, and its second reading is scheduled for May 5, 2026.

The site is comprised of farm fields and single-family residential homes. The neighboring uses and zoning districts include L-GE districts to the south, the Technology Manufacturing District (TMD) to the north and west, and unincorporated agricultural and residential zones to the east.

III. EVALUATION

Planning Commission's review authority of the zoning amendment application is found under C.O. Sections 1107.02 and 1159.09. Upon review of the proposed amendment to the zoning map, the Commission is to make recommendation to City Council. Staff's review is based on city plans and studies, proposed zoning text, and the codified ordinances. Primary concerns and issues have been indicated below, with needed action or recommended action in <u>underlined text</u>.

Per Codified Ordinance Chapter 1111.06, in deciding on the change, the Planning Commission shall consider, among other things, the following elements of the case:

(a) Adjacent land use.
(b) The relationship of topography to the use intended or to its implications.
(c) Access, traffic flow.
(d) Adjacent zoning.
(e) The correctness of the application for the type of change requested.
(f) The relationship of the use requested to the public health, safety, or general welfare.
(g) The relationship of the area requested to the area to be used.
(h) The impact of the proposed use on the local school district(s).

A. New Albany Strategic Plan

The Engage New Albany strategic plan designates the area as the Employment Center future land use category. The strategic plan lists the following development standards for the Employment Center land use category:

1. No freeway / pole signs are allowed.
2. Heavy landscaping is necessary to buffer these uses from adjacent residential areas.
3. Plan office buildings within context of the area, not just the site, including building heights within development parcels.
4. Sites with multiple buildings should be well organized and clustered if possible.
5. All office developments are encouraged to employ shared parking or be designed to accommodate it.
6. All office developments should plan for regional stormwater management.
7. All associated mechanical operations should be concealed from the public right-of-way and screened architecturally or with landscape in an appealing manner.
8. Any periphery security should integrate with the existing landscape and maintain and enhance the character of road corridor.
9. Combined curb cuts and cross-access easements are encouraged.
10. The use of materials, colors, and texture to break up large-scale facades is required.

B. Use, Site and Layout

1. The request proposes to create a new limitation text for the area known as the "Clover Valley East" zoning district and will be zoned Limited General Employment (L-GE). The proposed zoning text is a limitation text. A limitation text can only establish more restrictive requirements than the zoning code.
2. The text contains a similar list of permitted, conditional, and prohibited uses as other Limited General Employment (L-GE) zoning districts, such as the Mink Street West Zoning District to the south of the subject land.
3. The limitation text permits manufacturing and production, warehouse and distribution, research and production, general office activities, and personal and retail service uses, in addition to other permitted and conditional uses specified by C.O. 1153.02 for the GE zoning district.
4. Prohibited uses include mini-warehouses, vehicle services, radio or television broadcast facilities, sexually oriented businesses, and off-premises signs. Data center uses are prohibited, except when all of the following conditions are met:
    - The data center is operated as a secondary use to a primary permitted or conditional use within the zoning district;
    - The data center use occupies no more than 20 percent of the gross square footage of primary buildings in the zoning district; and
    - Certificates of zoning compliance and occupancy permits are issued by the city for the associated primary building before they are issued for the data center (as the secondary or associated use to the primary building).
5. The proposed uses are consistent with zoning in the surrounding areas, including the Technology Manufacturing District (TMD) to the north and west and Mink Street West Limited General Employment (L-GE) zoning district to the south, along with many other L-GE zoning districts in the New Albany International Business Park. Due to its location

adjacent to commercially zoned land in the existing New Albany International Business Park, the site appears to be most appropriate for commercial development.

6. The proposed L-GE text requires the following setbacks that are generally consistent with those in the surrounding L-GE areas:
    - Jug Street (from right-of-way): minimum pavement setback of 50 feet and minimum building setback of 100 feet.
    - Clover Valley Road (from right-of-way): minimum pavement setback of 50 feet and minimum building setback of 100 feet.
    - New public streets (from right-of-way): minimum pavement setback of 25 feet and minimum building setback of 25 feet.
    - Eastern perimeter boundary:
        - Portions of the eastern perimeter boundary adjacent to property where residential uses are permitted: minimum pavement setback of 50 feet and minimum building setback of 100 feet.
        - Portions of the eastern perimeter boundary adjacent to property where residential uses are not permitted: minimum pavement setback of 25 feet and minimum building setback of 25 feet.
    - Northern perimeter boundary: minimum pavement setback of 25 feet and minimum building setback of 25 feet.
    - Intervening parcel (boundary lines with parcel 037-111540-00.002): minimum pavement setback of 50 feet and minimum building setback of 100 feet.

C. Access, Loading, Parking

1. The text states the developer shall work with the City Manager or their designee to determine the need for appropriate timing and phasing of street improvements to serve the zoning district. A minimum of two vehicular access points will be permitted along Jug Street, and a minimum of one vehicular access point will be permitted on Clover Valley Road. Subject to other provisions in the text, on public rights-of-way which exist on the date of this text the number, locations, and spacing of curb cuts shall be determined and approved by the City Manager or their designee in consultation with the developer at the time that a certificate of appropriateness is issued for a project in this Zoning District.
2. Parking and loading will be provided per code requirements (C.O. Chapter 1167) and will be evaluated at the time of development for each use.
3. The zoning text states that there will be dedicated right-of-way for Jug Street of 30 feet from its existing centerline and for Clover Valley Road of 40 feet from its existing centerline to the city. The property owner will grant easements to the city that are adjacent to the dedicated right-of-way to the extent necessary to provide for the installation and maintenance of streetscape improvements, public utility lines, and leisure paths.

D. Architectural Standards

1. The proposed rezoning implements many of the same standards and limitations set forth in the New Albany Architectural Design Guidelines and Requirements and neighboring commercial zoning districts.
2. The same architectural requirements as the existing Mink Street West L-GE Zoning District are proposed, such as building materials and design. Numerous other L-GE zoning districts in the Business Park include the same or similar architectural standards.
3. There are no maximum building height requirements in the zoning text.
4. The New Albany Design Guidelines and Requirements do not provide architectural standards for warehouse and distribution type facilities. Due to the inherent size and nature of these facilities, careful attention must be paid to their design to ensure they are appropriately integrated into the rest of the business park. The limitation text includes the same specific design requirements for uses not governed by the Design Guidelines and Regulations as those in the other subareas of the business park, which ensures the quality and consistent design of these buildings throughout this portion of the business park.

5. Zoning text section IV(D)(6) requires complete screening of all roof-mounted equipment on all four sides of the building using materials that are consistent and harmonious with the building's façade and character. The text indicates that the screening is provided with screen equipment from off-site view but also to buffer sound generated by the equipment.

E. Parkland, Buffering, Landscaping, Open Space, Screening

1. The maximum lot coverage for this subarea is 75 percent, which is the same for the surrounding L-GE zoning districts and for primary projects in the TMD zoning district.
2. Standard tree preservation practices will be in place to preserve and protect trees during all phases of construction, including the installation of snow fencing at the drip line.
3. For the perimeter boundaries other than the eastern perimeter boundary that abut properties with residential uses or that are zoned to permit residential uses and are not owned by the developer, a minimum six-foot-tall mound will be installed along the property line. The mound will include a landscape buffer consisting of deciduous trees, evergreens, and bushes that provide an opacity of 75 percent at five years after planting to a total of 10 feet above ground level. Along the eastern perimeter boundary, there is an existing significant topographic change resulting in a major downward slope of 10 to 20 feet extending westward from the eastern perimeter boundary line of the zoning district, which provides what is effectively an existing mound that screens views looking into the site from the east. In lieu of installing a new mound along the eastern perimeter boundary line, the existing topography shall remain and the required plantings that would have been required to be planted on a new mound instead shall be planted between the eastern perimeter boundary line and buildings or pavement. Where existing trees are present along any boundary line, planting and mounding requirements may be waived in order to preserve the trees.
4. A street tree row will be established in the right-of-way along Jug Street and Clover Valley Road that contains one tree for every 30 feet of road frontage. Trees may be grouped or regularly spaced, and they must be a minimum of three caliper inches. This requirement may be waived where existing vegetation occurs.
5. Landscaping will be established in the pavement setback along Jug Street and will be coordinated and consistent throughout the zoning district.
    - A minimum of 10 deciduous trees will be installed for every 100 feet of frontage on the public right-of-way. Such trees will be planted in random locations (not in rows). No more than 30 percent of such trees will be of the same species. This requirement may be waived where existing healthy and mature trees are found within the pavement setbacks, provided that a similar amount of vegetation is being preserved when compared to the requirement.
    - Mounding is allowed but not required. When utilized, mounding will have a minimum height of three feet and a maximum height of 12 feet. The slope of mound will not exceed 3:1 From the crest of the mound extending toward the private site, and the slope of the mound shall not exceed 6:1 from the crest of the mound extending toward the public right-of-way.
6. An eight-foot-wide asphalt leisure path will be installed along the Jug Street frontage. A standard white four-board horse fence is allowed, but not required, within the public rights-of-way along Clover Valley Road and Jug Street.
7. In parking areas within the zoning district, there must be a minimum of one tree planted for every 10 parking spaces. At least five percent of the vehicular use area must be landscaped or green space (or treed areas). Parking lot island must be designed to accommodate parking lot islands with trees at the end of parking aisles.

F. Lighting & Signage

1. All parking lot and private driveway lighting must be cut-off type fixtures and downcast. All parking lot lighting must be from a controlled source to minimize light spilling beyond the boundaries of the site.
2. All parking lot light poles must be black or New Albany green and constructed of metal. Light poles must not exceed 30 feet in height.

3. Lighting details will be included in the landscape plan, which is subject to the approval of the City Landscape Architect.
4. No signage is proposed at this time. Per the proposed zoning text, all signage will conform with the standards set forth in C.O. Chapter 1169.

G. Other Considerations

1. The applicant has submitted a school impact statement, which states the proposed L-GE zoning will reduce residential density in the Johnstown Monroe Local School District and provide a means to facilitate a new property tax revenue source for the district.
2. The proposed zoning text states that, following approval of this rezoning, the applicant will work with city staff to identify best practices to mitigate sound impacts from new development within this zoning district. At the time of applying for a building permit, if the codified ordinances are updated to include sound regulations, the development must comply with the codified sound regulations; otherwise, as a condition of building permit issuance, the applicant will negotiate with city staff and execute an agreement, which is signed by the City Manager and a representative of the applicant, that details sound mitigation measures and requirements to be applied to the site. If and when such an agreement is signed, its contents shall constitute an addendum to the approved zoning text and the standards set forth therein will become requirements for the zoning district, which are enforceable in the same manner as other zoning requirements.

IV. ENGINEER'S COMMENTS

The city Engineer has reviewed the referenced plan in accordance with the engineering related requirements of Code Section 1159.07(b)(3) and provided the following comments. Staff recommends a condition of approval that the city engineer's comments be addressed at the time of engineering permits, subject to staff approval (condition #1).

1. At least 30 feet of public right-of-way shall be dedicated along the Jug Street frontage of the zoning district and additional easements shall be provided for utilities if directed by staff.
2. The internal roadway network shall be constructed to public street standards.
3. A Traffic Impact Study shall be prepared to help determine what improvements in the right-of-way may be required to support the project.
4. The developer shall provide documentation showing that all existing private well and septic systems in the subject area have been abandoned in accordance with applicable environmental regulations.
5. Environmental permit approvals shall be provided when they become available.

IV. SUMMARY

The proposed limitation text provides for stricter limitations in use and design than the straight General Employment (GE) zoning district and retains or improves upon many of the requirements found in adjacent existing zoning texts. Due to its location adjacent to commercially zoned land in the existing New Albany Business Park, the site appears to be most appropriate for commercial development.

The change in use for the area enables the continued growth and success of the New Albany International Business Park and ensures a consistent development pattern throughout this general area, as envisioned in the Engage New Albany Strategic Plan. The zoning text takes into account the nearby residential properties and includes various landscape restrictions to remain sensitive to those existing uses.

1. The large scale of the rezoning will result in a more comprehensive planned redevelopment of the area and will ensure compatibility between uses (1111.06(a)).
2. The L-GE rezoning application is an appropriate application for the request (1111.06(e)).
3. The overall effect of the development advances and benefits the general welfare of the community (1111.06(f)).
4. The proposed rezoning will allow for the development of businesses that will generate revenue for the school district while eliminating residential units having a positive impact on the school district (1111.06(h)).

V. ACTION

Suggested Motion for ZC-09-2026:

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

Move to approve application ZC-09-2026 based on the findings in the staff report with the following condition:

1. That the city engineer's comments be addressed at the time of engineering permits, subject to staff approval.

Approximate Site Location:

Source: NearMap

City of New Albany
99 West Main Street
New Albany, Ohio 43054

MEMO

401.60-154
February 11, 2026

To: Lauren Sauter
City Planner

From: Matt Ferris, P.E., P.S., Consulting City Engineer
By: Jay M. Herskowitz, P.E., BCEE

Re: Clover Valley East Rezoning

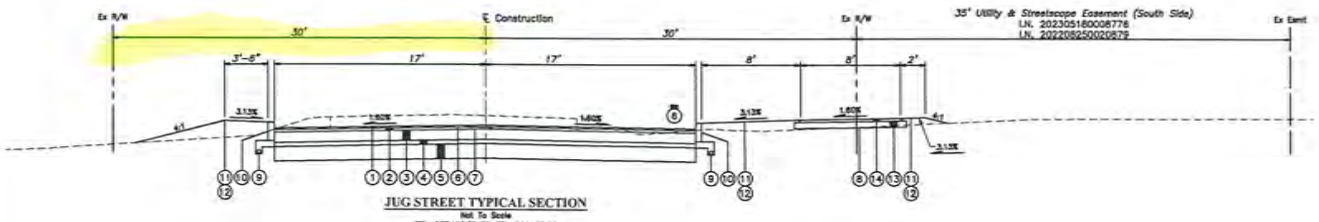
Our review comments are as follows:

1) Refer to Exhibit A. We recommend that at least 30' of public r/w be dedicated along the rezoning district frontage and additional easements be provided for utilities if directed by staff.
2) We recommend that the internal roadway network be constructed to public street standards.
3) We recommend that a Traffic Impact Study be prepared to help determine what improvements in r/w may be required to support the project.
4) We recommend that a tree survey be performed and staff approve all trees proposed for removal.
5) We recommend that the developer provide documentation showing that all existing private well and septic systems in the subject area have been abandoned in accordance with all applicable environmental regulations.
6) Provide environmental permit approvals when they become available.

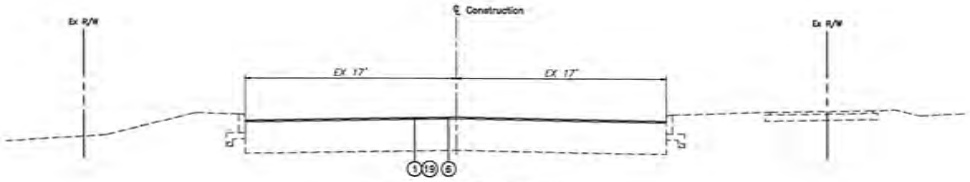
MEF/JMH

CC: Josh Albright, Development Engineer

(attachment)



JUG STREET TYPICAL SECTION
Not To Scale
STA. 237+96.55 TO STA. 261+25.56

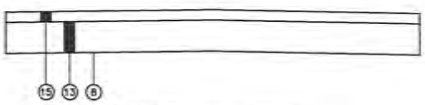


JUG STREET TYPICAL SECTION
MILL AND OVERLAY
Not To Scale
STA. 235+55.00 TO STA. 237+96.55
STA. 261+25.56 TO STA. 263+00.00

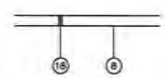
LEGEND

1. Item 442 – 1.50" Asphalt Concrete Surface Course, 12.5 mm, Type A (448)
2. Item 442 – 2.25" Asphalt Concrete Intermediate Course, 19 mm, Type A (448)
3. Item 307 – 10" Roller Compacted Concrete Base [A]
4. Item 304 – 4" Aggregate Base
5. Item 206 – Cement Stabilized Subgrade, 14" Deep
6. Item 407 – Non-Tracking Tack Coat (0.055 Gal/SY)
7. Item 407 – Tack Coat, Type SBR Asphalt Emulsion (702.13) (0.07 Gal/SY)
8. Item 204 – Subgrade Compaction
9. Item 605 – 6" Pipe Underdrain (with #57 Aggregate Included in cost of Underdrain)
10. Item 609 – Curb, Straight 18"
11. Item 653 – Topsoil Furnished and Placed (T=4")
12. Item 659 – Seeding and Mulching, Class I
13. Item 304 – 6" Aggregate Base
14. Item 441 – 2.50" Asphalt Concrete Surface Course, Type 1, (448), PG64-22
15. Item 304 – 2" Aggregate Base, As Per Plan (No. 8 Stone)
16. Item 441 – 1.25" Asphalt Concrete Surface Course, Type 1, (448), PG64-22M (Path)
17. Item 441 – 1.75" Asphalt Concrete Intermediate Course, Type 2, (448), PG64-22
18. Item 452 – Non-Reinforced Concrete (T=8")
19. Item 254 – Pavement Planing (T=1.5")

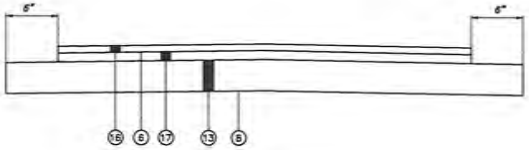
[A] Substitute Item 305 – Portland Cement Concrete Base for RCC where unable to achieve proper compaction based upon width of paving. Payment for PCC Base shall be included in Item 307 – Roller Compacted Concrete Base. Longitudinal joints shall follow longitudinal pavement markings. Contractor shall prepare and submit a Pavement Jointing Plan for review to the City. Jointing Plan must be approved by City prior to construction. Transverse contraction joints shall be spaced per Columbus Standard Drawing 2170. Longitudinal and Transverse pavement joints shall be included with Item 307 – Roller Compacted Concrete. Pavement Relief Joints shall be installed per Columbus Standard Drawing 2175, with cost included within the bid price of the RCC base.



GRAVEL DRIVEWAY SECTION
Not To Scale

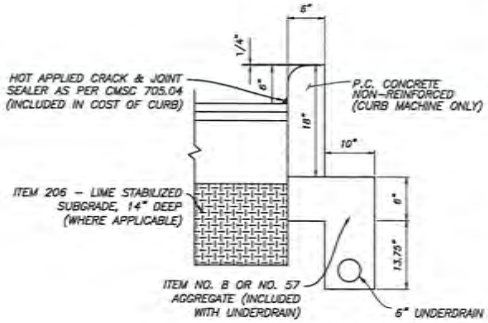


CONCRETE DRIVE APRON BUILD-UP
Not To Scale



ASPHALT DRIVEWAY SECTION
Not To Scale

MILL AND OVERLAY SECTION
Not To Scale



NOTE: ALL EXPOSED CONCRETE SURFACE SHALL BE IN ACCORDANCE WITH CMSC ITEM 499, NON-REINFORCED CONCRETE, UNLESS OTHERWISE NOTED.

STRAIGHT 18" CONCRETE CURB

CALCULATED JDJ
CHECKED RF

TYPICAL SECTIONS

JUG STREET ROADWAY IMPROVEMENTS

January 16, 2026

J:\20240469\Dwg\04Sheets\Jug street road plans\20240469 Typical Sections.dwg, Last Saved By: mlisko, 1/13/2026 1:21 PM Last Printed By: Lisko, Max, 1/16/2026 4:25 PM

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 12276 Jug Street (and others)

Parcel Numbers See accompanying list

Acres 106.4+/- # of lots created

Choose Application Type		Description of Request:
☐ Appeal	☐ Extension Request	Rezoning of subject property to the
☐ Certificate of Appropriateness	☐ Variance	L-GE, Limited General Employment classification
☐ Conditional Use	☐ Vacation	
☐ Development Plan		
☐ Plat		
☐ Lot Changes		
☐ Minor Commercial Subdivision		
☒ Zoning Amendment (Rezoning)		
☐ Zoning Text Modification		

Contacts

Applicant Information		Property Owner Information	
Name	Lincoln Property Company	Name	See accompanying list
Address	c/o Aaron Underhill, Esq., Underhill & Hodge LLC	Address	
City, State, Zip	[redacted]	City, State, Zip	
Phone Number	[redacted]	Phone Number	
Email	[redacted]	Email	

Signature

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

Signature of Owner By: _____ Date: 2/2/2026

Signature of Applicant By: _____ Date: 2/2/2026

Aaron Underhill, Attorney

CLOVER VALLEY EAST ZONING DISTRICT (L-GE)

Information concerning specific Code requirements for rezoning submittal

Per C.O. 1111.04(c) and (d), a written statement of the existing use and zoning district a written statement of the proposed use and zoning district.

Response: Currently the subject property contains 24 homes. The classification of the property into the L-GE, Limited General Employment District will allow it to be developed with uses consistent with those found throughout the New Albany International Business Park.

Per C.O. 1111.03(g), a statement as to how the proposed zoning amendment will impact adjacent and proximate properties.

Response: The subject property will provide use and development standards which are substantially the same as those which apply to most of the land around it. As a result, any development on the site will be consistent with planned development on those other properties. To the extent that residential uses are located near to the subject property, they will be screened and buffered from development with significant mounding and landscaping in the same manner that has occurred in many other locations throughout the City.

Per C.O. 1111.03(i), any deed restrictions, easements, covenants and encumbrances to be imposed to control the use, development and maintenance of the area to be rezoned.

Response: The property will be subject to The New Albany Business Park East CCRs and will be part of The New Albany Business Park East Association. It is anticipated that new easements for utilities may be needed in the future based on actual development patterns.

Per C.O. 1159.07(b)(2)(F) The schedule of site development, construction of structures and associated facilities. Such schedule shall include the proposed use or reuse of existing features such as topography, streets, easements and natural areas.

Response: Development of the site will occur based on market demand after final zoning approval is received.

Per C.O. 1159.07(b)(2)(J) Verification that an application, if required, has been submitted to the Ohio Environmental Protection Agency in compliance with Section 401 of the Clean Water Act in which anyone who wishes to discharge dredged or fill material into waters of the United States must obtain a Water Quality Certification Permit from the Ohio Environmental Protection Agency. In the case of an isolated wetland either a general state or individual state isolated wetland permit must be obtained from the Ohio Environmental Protection Agency (Sections 6111.021. - 6111.024 of House Bill 231).

Response: The applicant's civil engineer is currently pursuing individual state isolated wetland permit coverage under OAC Sections 6111.021. - 6111.024. At this time, impacts to waters of the United States are not proposed, therefore, coverage under Section 404 and 401 of the Clean Water Act is not required.

Per C.O. 1159.07(b)(2)(K) Verification that an application, if required, has been submitted to the U.S. Army Corps of Engineers, in compliance with Section 404 of the Clean Water Act in which anyone who wishes to discharge dredged or fill material into waters of the United States must obtain either a nationwide or individual permit from the U.S. Army Corps of Engineers.

Response: The applicant's civil engineer has requested an approved jurisdictional determination from the U.S. Army Corps of Engineers. At this time, impacts to waters of the United States are not proposed, therefore, coverage under Section 404 and 401 of the Clean Water Act is not required. The applicant's civil engineer also is currently pursuing the individual state isolated wetland permit coverage under OAC Sections 6111.021. - 6111.024

Underhill & Hodge LLC
ATTORNEYS & COUNSELORS AT LAW

Aaron L. Underhill
8000 Walton Parkway, Suite 260
New Albany, Ohio 43054

P: 614.335.9321
F: 614.335.9329
aaron@uhlawfirm.com

February 2, 2026

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

RE: School Impact of Zoning of 106.4+/- Acres Located to the Northeast of and Adjacent to the Intersection of Jug Street and Clover Valley Road

Dear Chris:

Lincoln Property Company controls 106.4+/- acres of real property (the "Property") located to the northeast of and adjacent to the intersection of Jug Street and Clover Valley Road in Licking County. The Property is in the process of being annexed to the City of New Albany. This letter accompanies an application to rezone the Property from the AG, Agricultural District classification (which is the designation provided to newly annexed property) to the L-GE, Limited General Employment classification. The site is located in the Johnstown Monroe Local School District.

The proposed rezoning will facilitate the development and operation of most of the same types of uses that are found throughout the New Albany International Business Park. The Property presently includes 24 houses. By applying the L-GE zoning classification to the Property, once development of the site occurs then the 24 existing homes will be removed. It also should be noted that the AG zoning classification permits residential development at a density of one unit per five acres, so upon annexation there would be a right for up to 21 homes to be located on the site. Therefore, this rezoning presents an opportunity to eliminate residential density in the school district. In addition, this rezoning will provide the means to facilitate a new property tax revenue source for the district.

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

Sincerely,

Aaron L. Underhill
Attorney for the Applicant

Clover Valley East Zoning District – Legal Description of Property

LEGAL DESCRIPTION

Description of 106.4 +/- Acres to be Annexed from Jersey Township To City of New Albany

Situated in the State of Ohio, County of Licking, Township of Jersey, Lot 3, Quarter Township 2, Township 2 North, Range 15 West, United States Military Lands, being all of a 4.132 acre tract conveyed to Randy Wickiser, of record in Instrument Number 200107260026830 (PID 037-111540-01.009), all of a 6.82 acre tract conveyed to Tina S. Bezouska and Richard T. Bezouska, of record in Instrument Number 201905230009984 (PID 037-111540-01.008), all of a 1.25 acre tract conveyed to Ray Rusmisel and Vicki Rusmisel and Todd Steven Doddema, of record in Instrument Number 202112230039028 (PID 037-11540-01.007), all of a 1.25 acre tract conveyed to Craig Long and Jessica Long, of record in Instrument Number 201904260007828 (PID 037-111540-01.006), all of a 5.00 acre tract conveyed to Rusmisel LLC, of record in Instrument Number 201312100030045 (PID 037-111540 01.005), all of a 5.00 acre tract conveyed to Sarah R. Mahaffey-Arnett and Jason Arnett, of record in Instrument Number 202112060036972 (PID 037-111540-01.004), all of a 1.25 acre tract conveyed to Claude W. Richardson and Peggy Richardson, of record in Official Record 181, Page 115 (PID 037-11154-01.003), all of a 1.25 acre tract conveyed to Rusmisel LLC, of record in Instrument Number 202006030012965 (PID 037-111540.01.002), all of a 1.89 acre tract conveyed to Rusmisel LLC, of record in Instrument Number 202005030012966 (PID 037-111540-01.001), all of a 2.00 acre tract conveyed to MBJ Holdings, LLC, of record in Instrument Number 202202180004339 (PID 037-111540-01.000), all of a 5.009 acre tract and a 6.871 acre tract conveyed to Kathie Frost, of record in Instrument Number 201806080011639 (PID 037-111540-04.000 and 037-111540-00.009), all of a 5.001 acre tract conveyed to Sunil Kumar Sunkara and Madhavi Gutta, of record in Instrument Number 202204080008719 (PID 037-111540-05.000), all of a 6.224 acre tract conveyed to Jared Writsel, of record in Instrument Number 201408190015833 (PID 037-111540-00.010), all of a 5.856 acre tract conveyed to Jeremy Lee Kimble, of record in Instrument Number 202007020016023 (PID 037-111540-00.008), all of a 5.756 acre tract conveyed to Luke E. Wickline, of record in Instrument Number 201510280023467 (PID 037-111540-00.007), all of a 6.032 acre tract conveyed to Brenda L. Hiles, of record in Instrument Number 201702150002998 (PID037-111540-00.006),all of a 6.420 acre tract conveyed to Jenny E. Davidson, of record in Instrument Number 200510280034396 (PID 037-111540-00.005), all of a 6.101 acre tract conveyed to Ark Group Investments LLC, an Ohio Limited Liability Company, of record in Instrument Number 202302050002185 (PID 037-111540-00.000), all of a 6.440 acre tract conveyed to Chris A. Anderson and Colleen F. Anderson, of record in instrument Number 201206010012102 (PID 037-111540-00.001), all of a 2.758 acre tract conveyed to Larry E. Thompson, of record in instrument Number 202203080005919 (PID 037-111540-07.000), all of a 2.243 acre tract conveyed to Michael Eugene Sides and Renee L. Sides, of record in Instrument Number 201406190011186 (PID 037-111540-07.001), all of a 5.104 acre tract conveyed to Jug Street, LLC, of record in Instrument Number 202301060000445 (PID 037-111540-00.003), all of a 1.25 acre tract conveyed to Wayne N. Hughes and Jessie M. Hughes, of record in in strument Number 202006010012658 (PID 037-111540-06.000), all of a 1.25 acre tract conveyed to Aaron Artis, of record in Instrument Number 202006270022043 (PID 037-111540-02.000), all of a 5.00 acre tract conveyed to Jug Street, LLC, of record in Instrument Number 202212150029262 (PID 037-111540-00.004) and being more particularly described as follows:

BEGINNING at the common corner of said Lot 3, Lot 15, Lot 14 and Lot 2, also being the intersection of Jug Street Road (County Road 22) (60' R/W) (P.B. 13, Pg. 210) and Clover Valley Road (60' R/W) (P.B. 13, Pg. 210) said point being in the Existing City of New Albany Corporation line, of record in Ordinance Number O-11-2022, Instrument Number 202205120011951;

Thence northerly, with the centerline of said Clover Valley Road and said Corporation line a distance of 1715± feet to a point at the northwest corner of said Lot 3 and in a southerly line of said Corporation line;

Thence easterly, with said southerly corporation line and the northerly lines of the following tracts; said 4.132 acre Wickiser tract, said 6.871 acre Frost tract, said 5.856 acre Kimble tract, said 5.756 acre Wickline tract, said 6.092 acre Hiles tract, said 6.420 acre Davidson tract, said 6.101 acre Ark Group Investments tract and said 6.440 acre Anderson tract, a distance of 2793± feet to a point at the northeast corner for of said Lot 3, the northeast corner of said 6.440 acre tract and in the westerly line of the Existing City of New Albany Corporation Line of record in Instrument Number 202302170002967, Resolution Number 116-62, Ordinance Number O-01-2023;

Thence southerly, partially with the westerly line of said Corporation line and the easterly lines of said 6.440 acre tract and said 2.758 acre tract, a distance of 1718± feet to a point at the southeast corner of said Lot 3 and the northeast corner of said Lot 2, the southeast corner of a said 2.758 acre tract, in the centerline of said Jug Street Road, and in the northerly line of the Existing City of New Albany Corporation line, of record in Ordinance Number O-44-2021, Instrument Number 202201240001964;

Thence westerly, partially with said Corporation line, with said centerline and the southerly lines of the following tracts; said 2.758 acre Thompson tract, said 6.440 acre Anderson tract, said 6.101 acre Ark Group Investments tract, said 2.243 acre Sides tract, said 5.104 Jug Street tract, said 1.25 acre Hughes tract, a distance of 747± feet to a point at the southeast corner of a 1.25 acre tract conveyed to Jeffery W. and Geneva D. Lutz, of record in Instrument Number 201909180019777 (PID 037-111540-00.002);

Thence through said Lot 3 and with the perimeter said 1.25 Lutz tract the following courses:

Northerly, with the westerly line of said 1.25 acre Hughes tract, a distance of 363± feet to a point;

Westerly, with the southerly line of said 5.00 acre Jug Street tract, a distance of 150± feet to a point being the northeast corner of said 1.25 acre Artis tract;

Southerly, with the easterly line of said 1.25 acre Artis tract, a distance of 363± feet to a point in the centerline of said Jug Street Road and the southeast corner of said 1.25 acre Artis tract;

Thence westerly, with said Corporation line and the centerline of Jug Street Road and the southerly lines of the following tracts; said 1.25 acre Artis tract, said 5.00 acre Jug Street tract, said 6.420 acre Davidson tract, said 6.032 acre Hiles tract, said 5.756 acre Wickline tract, said 5.856 acre Kimble tract, said 6.871 acre Frost tract, said 6.224 acre Writesel tract, said 5.001 acre Sunkara & Gutta tract, said 5.009 acre Frost tract, said 2.00 acre MBJ Holdings tract, said 1.89 acre Rusmisel tract and the Existing City of New Albany Corporation line, of record in Ordinance Number O-32-2022, Instrument Number 202211160027369, a distance of 1883± feet to the to the **POINT OF BEGINNING** and containing **106.4± acres** of land more or less, being all out of the Township of Jersey.

This annexation description of the location of the property to be annexed is not a boundary survey as defined in O.A.C. Chapter 4733.37. The above annexation contains a total perimeter of 9732± feet to be annexed with length of 7077± feet contiguous with the existing City of New Albany Corporation line. 72.7% of the perimeter length is contiguous with the City of New Albany Corporation lines, as recorded in Ordinance Number O-11-2022 and Instrument Number 202205120011951, Ordinance Number O-01-2023 and Instrument Number 202302170002967, Ordinance Number O-44-2021 and Resolution Number 110-243 and Instrument Number 202211160027369.

STATE OF OHIO
JOSHUA R. COTTINGIM
S-8911
REGISTERED
PROFESSIONAL SURVEYOR

CESO Inc.

9/30/25

Joshua R. Cottingim, Ohio PS
Registered Surveyor No. 8911

PRE-APPROVAL
LICKING COUNTY ENGINEER

APPROVED	CONDITIONAL
[X]	[ ]
APPROVED BY:	BS
DATE:	10/03/25

CESO

767061_JugSt_Annexation.docx

Clover Valley East Zoning District Parcel ID Numbers

037-111540-01.009
037-111540-01.008
037-111540-01.007
037-111540-01.006
037-111540-01.005
037-111540-01.004
037-111540-01.003
037-111540-00.009
037-111540-05.000
037-111540-00.008
037-111540-00.010
037-111540-00.007
037-111540-00.006
037-111540-00.005
037-111540-00.004
037-111540-02.000
037-111540-06.000
037-111540-00.000
037-111540-07.000
037-111540-00.001
037-11540-01.000
037-11540-07.001

CLOVER VALLEY EAST ZONING DISTRICT

LIMITATION (L-GE) TEXT

February 2, 2026

The Clover Valley East Zoning District (hereinafter, the "Zoning District") consists of 106.4+/- acres located to the northeast of and adjacent to the intersection of Jug Street and Clover Valley Road. This rezoning serves to extend the same or similar zoning and development standards to property being annexed to the City as currently applied to much of the New Albany International Business Park.

I. Zoning Designation: L-GE, Limited General Employment District

II. Permitted Uses: The permitted and conditional uses contained and described in the Codified Ordinances of the City of New Albany, GE, General Employment District, Sections 1153.02 and 1153.03, provided that conditional uses are approved in accordance with Chapter 1115, Conditional Uses. The following uses from these code sections shall be prohibited:

A. Mini-warehouses (See Section 1153.03(a)(4)(c)). For purposes of clarification, this prohibition only applies to such facilities that are made available for rental to the general public;
B. Vehicle services (See Section 1153.03(b)(4));
C. Radio/television broadcast facilities (See Section 1153.03(c)(1));
D. Sexually-oriented businesses (See Section 1153.03(c)(3));
E. Off-premises signs (See Section 1153.03(c)(2)); and
F. Data center uses, except when all of the following conditions are met:

1. The data center use is associated with and is operated as part of (or in support of) another permitted use or conditional use that is operating within the Zoning District and the data center use is not operated primarily to serve uses, users, or consumers that are not directly associated with such operational use(s) within the Zoning District;

2. The data center use or uses occupy no more than 20% of the total gross square footage of primary buildings located within the Zoning District; and

3. The data center use or uses shall not be issued a certificate of zoning compliance unless and until certificates of zoning compliance and occupancy permits have been issued by the City for those portions of the primary buildings within the Zoning District from which permitted or conditional uses other than data centers are or will be operated.

III. Lot and Setback Commitments:

A. Lot Coverage: There shall be a maximum lot coverage in this Zoning District of 75%.

B. Setbacks:

1. Jug Street: There shall be a minimum pavement setback of 50 feet and a minimum building setback of 100 feet from the right-of-way of Jug Street.

2. Clover Valley Road: There shall be a minimum pavement setback of 50 feet and a minimum building setback of 100 feet from the right-of-way of Clover Valley Road.

3. New Public Streets: There shall be a minimum pavement and building setback of 25 feet from the right-of-way for any other new public streets within this Zoning District.

4. Eastern Perimeter Boundary: There shall be (i) a minimum pavement setback of 50 feet and a minimum building setback of 100 feet from any portion of the eastern perimeter boundary of this Zoning District which is adjacent to property on which residential uses are permitted, and (ii) a minimum pavement and building setback of 25 feet from all portions of the eastern perimeter boundary which are adjacent to property on which no residential uses are permitted.

5. Northern Perimeter Boundary: There shall be a minimum pavement and building setback of 25 feet from the northern perimeter boundary line of this Zoning District.

6. Intervening Parcel: There shall be a minimum pavement setback of 50 feet and a minimum building setback of 100 feet from any portion of the Zoning District which shares a boundary with that certain parcel of real property that is known on the effective date of this text as Licking County Auditor Parcel Number 037-111540-00.002.

7. Elimination of Setbacks: In the event that a parcel located within this Zoning District and an adjacent parcel located within or outside of this Zoning District (i) come under common ownership or control, (ii) are zoned to allow compatible non-residential uses, and (iii) are combined into a single parcel, then any minimum building, pavement, or landscaping setbacks set forth in this text as they apply to common property lines shall no longer apply with respect to these parcels.

IV. Architectural Standards:

A. Service and Loading Areas: Service areas and loading areas shall be screened in accordance with the Codified Ordinances.

B. Building Design:

1. Building designs shall not mix architectural elements or ornamentation from different styles.

2. Buildings shall be required to employ a comparable use of materials on all elevations.

3. The number, location, spacing, and shapes of windows and door openings shall be carefully considered. Primary entrances to buildings shall be made sufficiently prominent that they can be easily identified from a distance.

4. For office buildings and complexes, achieving a human or pedestrian scale is of less concern. When achieving such a scale is desired, it may be achieved by careful attention to width of facades, size and spacing of window and door openings, and floor to floor heights on exterior walls.

5. All elevations of a building that are visible from a public right-of-way shall receive similar treatment in terms of style, materials, and design so that such elevations are not of a lesser visual character than any other.

6. Use of elements such as shutters, cupolas, dormers, and roof balustrades shall be avoided in building designs that are not based on traditional American architectural styles. Such elements may be employed only when they are common elements of a specific style, and this style shall be replicated in its entirety. When shutters are employed, even if they are non-operable, they must be sized and mounted in a way that gives the appearance of operability.

7. Elements such as meter boxes, utility conduits, roof and wall projections such as vent and exhaust pipes, basement window enclosures, and trash containers shall be designed, located, or screened so as to minimize their visibility and visual impact from off-site. Solar energy systems shall be excluded from the requirements of this section.

8. Accessory or ancillary buildings, whether attached or detached, shall be of similar design, materials and construction as the nearest primary structure. Fenestration themes that employ windows, panels and piers that are consistent with the architectural vocabulary of the building are

encouraged. Accessory structures, generators, storage tanks, trash receptacles or any other similar improvement must be located behind a building façade that does not front on a public right-of-way.

C. Building Form:

1. All building elevations shall be designed to be compatible with each other and to reflect a consistent design approach.

2. Gable or hip roofs shall be avoided unless a building design replicates a traditional American architectural style that employs such roof forms. In non-stylistic contemporary designs, low or flat roofs may be employed. Roof visibility shall be minimized.

D. Materials:

1. Exterior building materials shall be appropriate for contemporary suburban designs and shall avoid overly reflective surfaces. Traditional materials such as, but not limited to, wood, stone, brick, and concrete shall be permitted, and contemporary materials such as, but not limited to, aluminum, metal, glass, stucco, or cementitious fiberboard (e.g., hardiplank or equivalent) shall be permitted on buildings not employing traditional styles. Architectural precast concrete panels and/or poured-in-place concrete tilt-up panels shall be permitted. The use of reflective or mirrored glass shall be prohibited.

2. Prefabricated metal buildings and untreated masonry block structures are prohibited. Notwithstanding the foregoing, ancillary structures built and operated for the purpose of enclosing equipment and which are not occupied by tenants or persons on a regular basis may be constructed using pre-engineered metal.

3. Generally, the quantity of materials selected for a building shall be minimized.

4. Loading docks are not required to have the same degree of finish as a main entry unless they are visible from a public right-of-way.

5. Additional Standards for Uses Not Governed by DGRs: Buildings that are constructed to accommodate certain uses are not governed by the City's Design Guidelines and Requirements (DGRs). For example, buildings that are constructed for the operation of data centers, warehousing and/or distribution uses are not subject to the DGRs and can present challenges in meeting the community standard for architectural design. Such buildings are necessarily large and typically include long walls that together form a square or rectangular box. The goal for the

development of buildings that are not subject to the DGRs is to balance the practical needs of these buildings with the desire to provide exterior designs that are attractive and complimentary to the architecture that will be found elsewhere in this Zoning District.

Architecture by its nature is a subjective medium, meaning that the adoption of strict objective standards in all instances may not provide the best means for achieving appropriate design. In recognition of this fact, the standards set forth herein provide guidelines and suggestions for designing buildings that are not subject to the DGRs in an effort to set expectations for the quality of architecture that will be expected for these structures. On the other hand, these standards are meant to allow for some flexibility to encourage innovative design provided that the spirit and intent of these provisions are met.

In conjunction with an application for a certificate of appropriateness for each building or structure in this Zoning District that is not subject to or governed by the DGRs, the applicant shall be required to submit to the City illustrations of the proposed exterior design of the building or structure for review and approval by the Design Review Committee contemplated in Section 1157.08(a)(1)(D) of the City Code. In designing such buildings, the user or applicant shall consider the following, which are intended to set a level of expectation for the quality of design:

a. Architectural design for all portions of a building or structure that are visible from a public right-of-way (excluding public rights-of-way whose primary purpose is to accommodate truck traffic or service loading areas) shall meet the community standard in terms of quality while considering the unique nature of the use(s) that will be found therein.

b. Uninterrupted blank wall facades shall be prohibited to the extent that they are visible from a public right-of-way. Design variations on long exterior walls shall be employed in order to create visual interest. Examples of such design variations include, but are not limited to, the use of offsets, recesses and/or projections, banding, windows, and/or reveals; scoring of building facades; color changes; texture or material changes; and variety in building height.

c. The use of one or more architectural or design elements may be used to soften the aesthetics of the building, such as but not limited to canopies, porticos, overhangs, arches, outdoor patios, community spaces, or similar devices.

d. Contemporary exterior designs, while not required, shall be encouraged in order to create architecture that does not look aged or dated even many years after the facility is built.

e. Landscaping and/or the use of existing vegetation shall be utilized where appropriate to enhance the aesthetics of the building and to lessen its visual impact when viewed from public rights-of-way.

6. Roof-Mounted Equipment: Complete screening of all roof-mounted equipment shall be required on all four sides of buildings with materials that are consistent and harmonious with the building's façade and character. Such screening shall be provided in order to screen the equipment from off-site view and to buffer sound generated by such equipment. These requirements do not apply to roof-mounted solar panels.

V. Access, Parking, Site Circulation, and Traffic Commitments:

A. Vehicular Access: The developer shall work with the City Manager or their designee to determine the need for appropriate timing and phasing of street improvements to serve this Zoning District. A minimum of two (2) vehicular access points shall be permitted along Jug Street and a minimum of one (1) vehicular access point shall be permitted on Clover Valley Road. Subject to other provisions in this text, on public rights-of-way which exist on the date of this text the number, locations, and spacing of curbcuts shall be determined and approved by the City Manager or their designee in consultation with the developer at the time that a certificate of appropriateness is issued for a project in this Zoning District.

B. Parking and Loading: Parking and loading spaces shall be provided for each use per Chapter 1167 of the Codified Ordinances of the City of New Albany.

C. Rights-of-Way: The property owner shall dedicate right-of-way for Jug Street to the City at a distance of 30 feet as measured from the existing centerline of that street. The property owner shall dedicate right-of-way for Clover Valley Road to the City at a distance of 40 feet as measured from the existing centerline of that street. The property owner shall grant easements to the City which are adjacent to the aforementioned rights-of-way to the extent necessary to provide for the installation and maintenance of streetscape improvements, public utility lines, and leisure paths.

VI. Buffering, Landscaping, Open Space, and Screening: A landscaping plan shall be approved as part of the City's review of a certificate of appropriateness application for each portion of this Zoning District that is proposed for development. The following landscaping requirements shall apply to this Zoning District:

A. Tree Preservation: Standard tree preservation practices will be in place to preserve and protect trees during all phases of construction, including the installation of snow fencing at the drip line.

B. Landscaping Required Adjacent to Residential Uses: For those perimeter boundaries other than the eastern perimeter boundary which abut properties

containing existing residential uses or, as determined at the time that an application is filed for a building permit ("Building Permit") in this Zoning District, has a zoning classification which permits the development and operation of residential uses thereon that are not owned by the developer (any real property meeting either of the foregoing criteria to be referred to herein as "Residential Property"), a minimum six (6) foot high mound shall be installed along the property line and shall include a landscape buffer on the mound which shall consist of a mixture of deciduous trees, evergreens and bushes to provide an opacity of 75% on the date that is 5 years after planting to a total height of 10 feet above ground level. Along the eastern perimeter boundary, there is an existing significant topographic change resulting in a major downward slope of 10-20 feet extending westward from the eastern perimeter boundary line of the Zoning District which provides what is effectively an existing mound that screens views looking into the site from the east (see accompanying topography exhibit). In lieu of installing a new mound along the eastern perimeter boundary line, the existing topography shall remain and the required plantings that would have been required to be planted on a new mound instead shall be planted between the eastern perimeter boundary line and buildings or pavement. Where existing trees are present along any boundary line, planting and mounding requirements may be waived in order to preserve the trees..

C. Fencing: A standard New Albany white four-board horse fence may (but shall not be required to) be provided within the public rights-of-way along Clover Valley Road and Jug Street.

D. Stormwater Management: Wet and dry stormwater basins shall conform to the standards set forth in Section 1171.08 of the Codified Ordinances of the City of New Albany.

E. Street Trees: A street tree row shall be established along Jug Street and Clover Valley Road and shall contain one (1) tree for every thirty (30) feet of road frontage. Trees may be grouped or regularly spaced. Street trees shall be located within the right-of-way. Minimum street tree size at installation shall be three (3) caliper inches. This requirement may be waived in areas where existing vegetation occurs.

F. Landscaping Along Jug Street: Landscaping within the pavement setback along Jug Street shall be coordinated and consistent throughout this Zoning District and adjacent zoning districts. Landscaping, when installed within these setbacks, shall be provided in accordance with the following standards:

1. A minimum of ten (10) deciduous trees shall be installed for every 100 feet of frontage on the public right-of-way. Such trees shall be planted in random locations (i.e., not in rows). No more than 30% of such trees shall be of a single species.

2. Where existing healthy and mature trees are found within these pavement setbacks, such trees may be preserved in lieu of installing the required trees, provided that a similar amount of vegetation is being preserved when compared to that which would otherwise be required to be installed.

3. Mounding shall be permitted but not required. When utilized, mounding shall have a minimum height of 3 feet and a maximum height of 12 feet. The slope of mounds shall not exceed 3:1 from the crest of the mound extending toward the private site, and shall not exceed a 6:1 slope from the crest of the mound extending toward the public right-of-way.

G. Parking Areas: Within this Zoning District, there shall be no less than one (1) tree planted for every ten (10) parking spaces located therein. At least five percent (5%) of the vehicular use area shall be landscaped or green space (or treed areas). Parking lots shall be designed to accommodate parking lot islands with tree(s) at the end of parking aisles.

H. Pedestrian Circulation: An 8-foot-wide asphalt leisure path shall be installed along the Jug Street frontage of the site.

I. Minimum On-Site Tree Sizes: Unless otherwise set forth herein, minimum tree size at installation shall be no less than two and one half (2 ½) inches in caliper for shade trees, six (6) feet in height for evergreen trees, two (2) inches in caliper for ornamental trees, and thirty (30) inches in height for shrubs. Caliper shall be measured six (6) inches above grade.

J. Bonding: All street trees that are not installed prior to infrastructure acceptance shall be bonded to guarantee installation.

VII. Lighting:

A. All parking lot and private driveway lighting shall be cut-off type fixtures and down cast. Parking lot lighting shall be from a controlled source in order to minimize light spilling beyond the boundaries of the site.

B. All parking lot light poles shall be black or New Albany green and constructed of metal. Light poles shall not exceed 30 feet in height.

C. Lighting details shall be included in the landscape plan which is subject to review and approval by the City Landscape Architect.

D. Landscape uplighting from a concealed source shall be subject to staff approval. All uplighting fixtures must be screened by landscaping. Lighting details shall be included in the landscape plan which is subject to review and approval by the City Landscape Architect.

E. No permanent colored lights or neon lights shall be used on the exterior of any building.

F. All other lighting on the site shall be in accordance with City Code. Street lighting must meet the City standards and specifications.

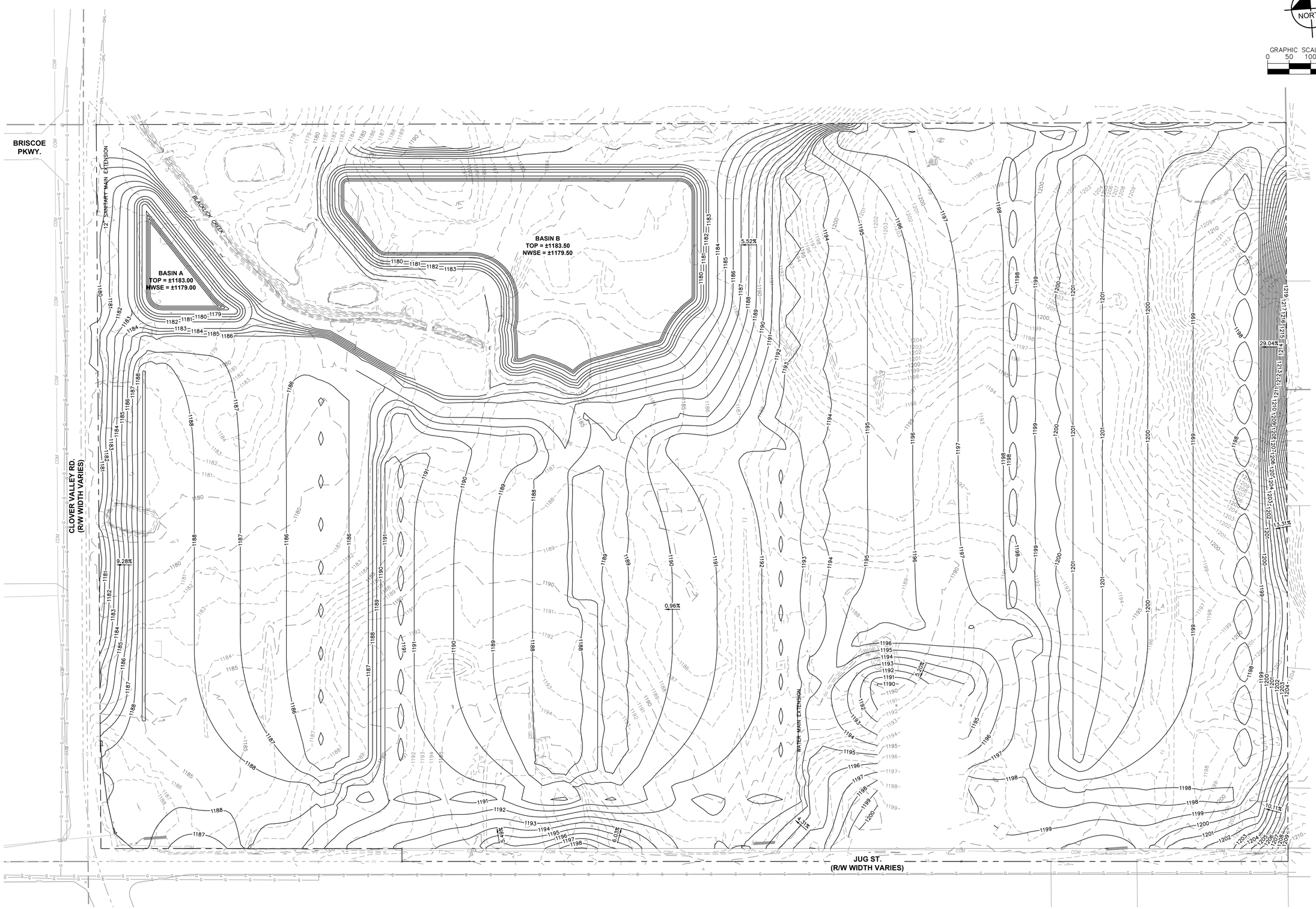
G. Solar panels may be incorporated and installed as appropriate.

VIII. Signage: All signage shall conform to the standards set forth in Chapter 1169 of the Codified Ordinances of the City of New Albany.

IX. Utilities: All new utilities installed solely to serve this Zoning District shall be installed underground.

X. Noise Regulations: The Codified Ordinances currently contain provisions relating to sound which are broad, meaning that noise impacts are evaluated on a site-specific basis. Generally, the goal is to ensure that overall sound levels on a property following development will not impose material negative impacts on neighboring property owners. The City intends to begin evaluating potential updates to the Codified Ordinances to provide more objective standards for evaluating potential and existing sound impacts.

Following approval of this zoning, the applicant will work diligently with the City to identify best practices to mitigate sound impacts from new development within this Zoning District, which shall include consultation and coordination with experts to be hired by the City. Should the Codified Ordinances be updated at the time when the first building permit application is filed for development in any portion of the Zoning District, then such development shall comply with those updated standards. In the event that the Codified Ordinances have not been updated by that time, then as a condition of building permit issuance the applicant for this zoning application and the City staff shall negotiate and execute an agreement, to be signed by the City Manager and a representative of the applicant, which details sound mitigation measures and requirements to be applied to the site. Once such an agreement is signed, its contents shall constitute an addendum to the approved zoning text and the standards set forth therein shall become requirements for the Zoning District which are enforceable in the same manner as other zoning requirements. Ultimately, each new user is responsible for maintaining and mitigating noise levels in accordance with such an agreement.



No.	REVISIONS	DATE	BY

Kimley»Horn

© 2026, KIMLEY-HORN AND ASSOCIATES, INC.
7965 N. HIGH STREET, SUITE 200,
COLUMBUS, OH 43235
PHONE: 614-846-4599
WWW.KIMLEY-HORN.COM

SCALE: AS NOTED
DESIGNED BY: GJR
DRAWN BY: GJR
CHECKED BY: JMM

CONCEPTUAL SITE PLAN

NEW ALBANY CLOVER

JUG ST. & CLOVER VALLEY RD.
CITY OF NEW ALBANY, OH 43031

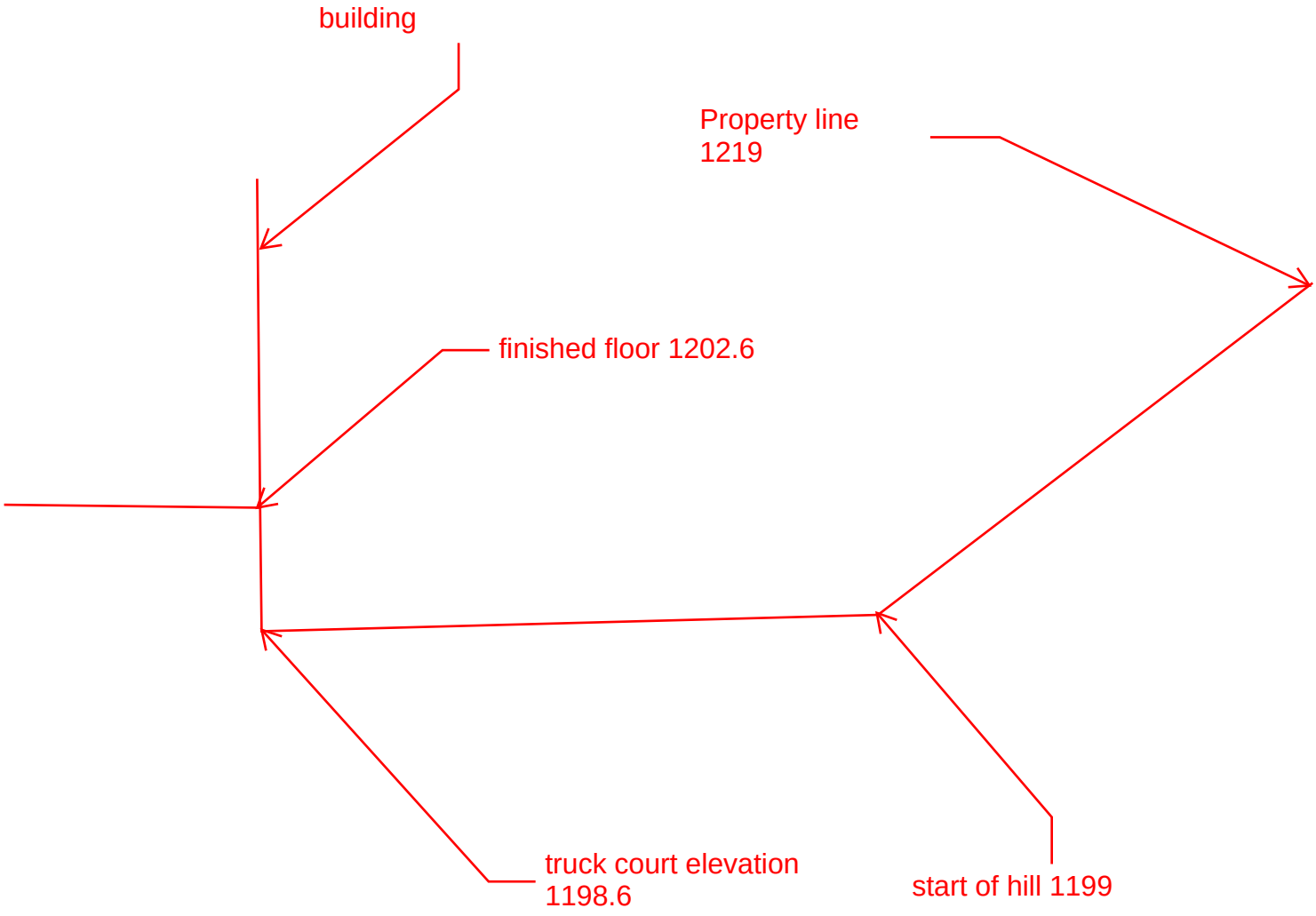
ORIGINAL ISSUE:
03/05/2026

KHA PROJECT NO.
190292001

SHEET NUMBER

EX - 1

This document, together with the concepts and designs presented herein, as an instrument of service, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.


building
Property line
1219
finished floor 1202.6
truck court elevation
1198.6
start of hill 1199

Clover Valley East Zoning District Map

The within map made part of the petition of annexation filed with the Board of commissioners of Licking County, Ohio, on _____, 2025, under Chapter 709 of the Ohio Revised Code, is submitted as an accurate map of the territory in said petition described under the requirements of said Chapter 709 of the Ohio Revised Code.

_____ _____
Agent for Petitioners

The Board of County Commissioners of Licking County, Ohio, having received a petition bearing the signed names and addresses of the parties interested in the annexation to the City of New Albany, Ohio, of the territory shown hereon and having given due consideration to the prayer of said petition, do hereby grant the same.

Board of Licking County Commissioners

_____
Commissioner

_____
Commissioner

_____
Commissioner

Transferred this _____ day of _____, 2025, upon the duplicates of this office.

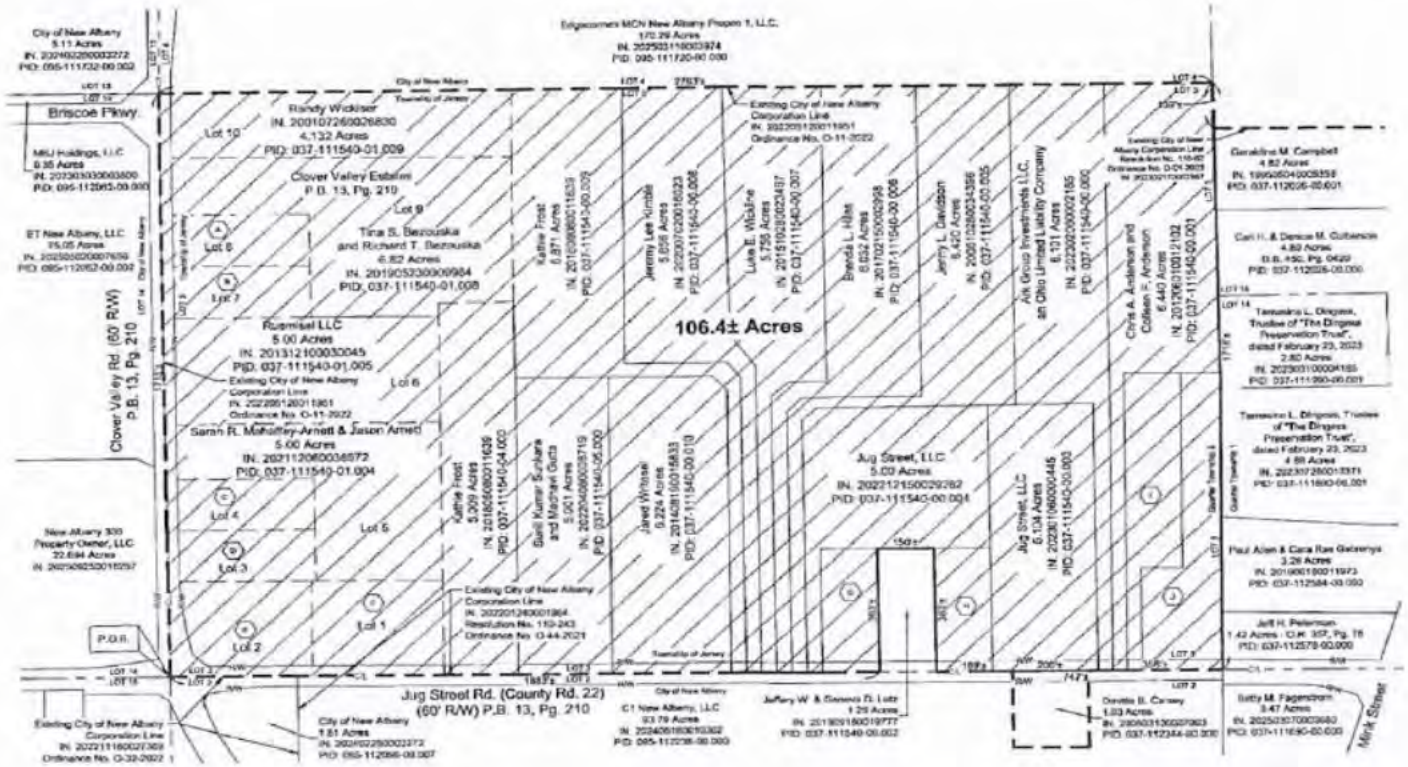
Containing _____ acres.

Transfer Fee _____

_____
Licking County Recorder

Council for the City of New Albany, Ohio, by ordinance _____ passed _____, 2025, and approved by the mayor on _____, 2025, did accept the territory shown hereon for annexation to the City of New Albany, Ohio, a municipal corporation.

Attest _____
Clerk, City of New Albany



Parcels included in Annexation

(A) Ray Rusmisel and Vicki Rusmisel and Todd Steven Dodderer
1.25 Acres
IN. 202112230039029
PID: 037-111540-01.007

(B) Craig Long and Jessica Long
1.25 Acres
IN. 201904260007828
PID: 037-111540-01.006

(C) Claude W. Richardson and Peggy Richardson
1.25 Acres
O.R. 181, Pg. 115
PID: 037-111540-01.003

(D) Rusmisel LLC
1.25 Acres
IN. 202206030012965
PID: 037-111540-01.002

(E) Rusmisel LLC
1.89 Acres
IN. 202206030012966
PID: 037-111540-01.001

(F) MBJ Holdings, LLC
2.00 Acres
IN. 202202180004339
PID: 037-111540-01.000

(G) Aaron Arlix
1.25 Acres
IN. 202008270022043
PID: 037-111540-02.000

(H) Wayne N. Hughes and Jessie M. Hughes
1.25 Acres
IN. 202006010012968
PID: 037-111540-06.000

(I) Michael Eugene Sides and Renee L. Sides
2.243 Acres
IN. 201406190011166
PID: 037-111540-07.001

(J) Larry E. Thompson
2.758 Acres
IN. 202203080006819
PID: 037-111540-07.000

Contiguity Note:
The Total Perimeter of Annexation Area is 9732± Feet, of Which 7077± Feet are Contiguous with the City of New Albany, Giving 72.7% Contiguity.

This Exhibit was prepared from Record information from the Licking County Engineer, Recorder and Auditor, and is not intended for the Transfer of Real Property.

STATE OF OHIO
JOSHUA R. COTTINGIM
9-30-25
PROFESSIONAL SURVEYOR

9/30/2025
Joshua R. Cottingim, Ohio PS No. 8911 — Date

LEGEND
- Proposed City of New Albany Corporation Line
- Exist. Parcel Line
- Exist. Subdivision Line
- Exist. Road Center Line
- Exist. Farm Lot Line
- Exist. Right-of-Way
- Existing Corporation Line
- Prop. Area to be Annexed from Jersey Township (106.4± Acres)

GRAPHIC SCALE (IN FEET)

BASIS OF BEARINGS
NAD 83 (2011) OHIO SOUTH

CESO
www.ceso-inc.com

ANNEXATION
State of Ohio, County of Licking, Township of Jersey
Lot 3, Quarter Township 2, Township 2N, Range 15W, United States Military Land

Revisions / Submissions

ID	Description	Date

Project Number:	787061
Scale:	1" = 200'
Drawn By:	KBS
Checked By:	JRC
Date:	9/29/2025
Issue:	

Drawing Title:

NEW ALBANY
COMMUNITY CONNECTS US

TO: New Albany Planning Commission

CC: Chris Christian, Planning Manager

FROM: Chelsea Nichols, Planner II

DATE: 2/12/2026

RE: FDP Extension Standards

BACKGROUND
Based on feedback from the New Albany Planning Commission and New Albany city council, planning staff contacted several peer communities to better understand how they manage Final Development Plan (FDP) extension requests. Staff specifically reviewed whether these communities maintain clear, objective, and codified standards to guide the evaluation of such requests.

The communities consulted included Columbus, Gahanna, Grove City, Upper Arlington, Westerville, and Dublin.

Among those contacted, Dublin was the only city that reported having codified guidelines that outline specific criteria for approving extension requests. The remaining communities either rely on a variance process, broader discretionary language within their code, or do not maintain formalized criteria for reviewing these requests.

SUMARY OF DUBLIN'S APPROACH
Dublin administers three different types of FDPs, each with distinct extension procedures:

Planned Unit Developments (PUDs)
- FDP Validity: 3 years
- Extension Policy: Extensions may be granted "for good cause shown."
- Observation: The standard remains broad and discretionary, similar to our current framework.
- Note: Extension requests are infrequent. At least one recent request was placed on the Planning Commission's agenda and approved by consent without discussion.

Bridge Street District Code
- FDP Validity: 2 years
- Extension Policy: No extensions permitted. A new FDP application is required.
- Observation: This represents a stricter approach with no discretionary flexibility.

Historic District Code

- FDP Validity: 2 years
- Extension Policy:
    - One-time, one-year extension
    - Approved administratively by the Director
    - Applicant must document in writing one of the following:
        - Financial issues affecting the timeline
        - Delay in obtaining required building or utility permits
        - Environmental or public safety issues
        - Other unique reasons deemed permissible by the Director
- Observation: This framework introduces objective criteria while maintaining limited administrative discretion.
- Note: The Historic District originally aligned with the Bridge Street model (no extensions), the city amended the code in 2024 after a project nearing expiration highlighted the need for limited flexibility.

CONCLUSION

Adopting a structured, limited-extension framework, similar to Dublin's Historic District model, would provide greater clarity and predictability for applicants, establish consistent review standards, allow reasonable flexibility for circumstances beyond an applicant's control, and ensure that approved development plans move forward in a timely manner consistent with adopted plans and policies.

Staff has prepared and attached code language implementing these recommendations for the Planning Commission's review and consideration:

CHAPTER 1159 PUD PLANNED UNIT DEVELOPMENT DISTRICT[1]

1159.11 RECORDING AND TRANSFER.

When a final plat is approved by Council, the owner shall file and record the same in the Office of the County Recorder within twelve (12) months unless such time is, for good cause shown, extended by resolution of Council. If not recorded within this time, the approval of Council shall become null and void. If construction is not begun within two (2) years of approval of the Final Development Plan, all approvals and permits shall be invalidated and canceled. Original tracings will become the permanent record of the County Recorder. One copy of this tracing, reproduced on mylar, showing the date and place of recording, shall be supplied by the owner to Council as local public records. Such two (2) year period may be extended by the Commission for good cause. The applicant may request a one-time timeframe extension for one (1) year by the Commission, if the applicant has documented in-writing one of the following: a) Financial issues that would alter the expected FDP timeline; b) Delay in acquiring a required building or utility permit necessary to carry out the provisions of the FDP; c) Presence of an environmental or other public safety issues; d) Other unique reasons deemed as permissible by the Commission.

(Ord. 44-97. Passed 12-16-97; Ord. 25-2007. Passed 7-10-07.)

[1]Cross reference(s)—District established - see P. & Z. 1125.01