

McCordsville

ESTD  1988

INDIANA

Architectural Review Committee Staff Report Meeting Date: September 16, 2025

PETITIONER: Cole Justus

PETITION: Request for approval of architectural design

REQUEST: Petitioner requests approval of the architectural design for the renovation of the existing building.

LOCATION: 6383 W Broadway, McCordsville, Vernon Township

STAFF REVIEW: The ARC reviewed this project in March and April 2025 and gave a favorable recommendation at the April 2025 meeting for architectural design. During those meetings, additional windows on the west and east elevations, a gable enhancement, and a pergola, were discussed. The Committee also discussed options for either painting the existing siding or replacing the siding. The result of those discussions were then incorporated into the draft PUD Ordinance, which was finalized and adopted by the Town Council in May 2025, as the Old Town Cigar Bar PUD. Architectural standards from the PUD are included in this staff report as **Exhibit A**.

The existing primary structure will be renovated for the approved use. The PUD permits the black/charcoal color shown on the illustrative exhibit; otherwise, colors must be muted and compatible with the surroundings, and fluorescent/neon/high-intensity colors are prohibited. The petitioner has submitted colored renderings (see **Exhibit B**).

The north façade (Broadway Street) must include a covered porch, covered entry, or pergola in warm wood tones, and the north gable must feature a decorative detail. The petitioner's renderings show a pergola in warm wood tones; however, the renderings do not show the north gable as having any decorative detail. *Staff requests that the petitioner acknowledge this omission from the plans and provide ARC with comments on how this will be achieved to meet the requirements of the PUD.* The elevations from the March and April meetings showing gable detail have been included as **Exhibit C**.

A minimum of two window openings is required on the north façade, with at least one window added to each of the west and east façades. The submitted elevations meet this

requirement. The floor plan indicates that the southwest corner of the structure will be used for kitchen and bathroom space. *However, staff requests ARC comments on whether an additional opening, or a faux window element to break up the long blank wall and reduce the sense of bulk, should be considered.*

Exterior siding is limited to fiber cement, LP siding, brick, stone, wood, and EIFS. Existing metal siding may remain and be repaired; new metal siding is not permitted, except that black metal siding/skin may be used at project outset subject to ARC approval. *The elevations indicate intent to paint/skin the existing metal siding; thus, the PUD requires ARC approval.*

Roofing is limited to three-dimensional asphalt shingles, copper, or slate. Existing metal roofing may remain/repair; new metal roofing is not permitted, except that black metal roofing may be used at project outset subject to ARC approval. *The elevations indicate black metal roofing will be used; thus, the PUD requires ARC approval.*

All mechanical/utility equipment (roof-, wall-, or ground-mounted) must be screened from view. Wall and ground equipment must be screened by a wall, fence, or landscaping; roof equipment must be screened by parapets, dormers, the roof, or a screen. Screening materials should be consistent with the façade unless the ARC finds an appropriate alternative. Screening must fully obscure equipment from all abutting property lines and from the farthest right-of-way line, with line of sight measured 8 feet above grade; this applies to future or yet-to-be-installed equipment. *Staff requests the petitioner acknowledge that these standards will be met as the site develops.*

The PUD addresses wall signage and trash enclosure screening. Wall signs must be non-illuminated or externally illuminated; internal illumination is prohibited. The existing wooden trash enclosure may remain, provided it is rehabilitated and maintained in good repair, including a functional, opaque wooden gate; any new enclosure must meet Town standards. Signage will require a separate permit and will be reviewed for compliance at that time. The trash enclosure will be reviewed with the development plan.

Consistent with Town procedures, the petitioner is seeking ARC approval of architectural design. The ARC's review should consider architectural style, exterior materials, building massing, height, and other aesthetic aspects of the proposed renovations. Please note that the ARC's role does not include land use or intensity; those matters are under the purview of the Plan Commission and Town Council.

STAFF RECOMMENDATION:

Staff finds the proposal generally consistent with the standards of the Old Town Cigar Bar PUD and supports the architectural design submitted by the petitioner. However, several items remain for ARC and/or petitioner comment:

1. North gable - how the required decorative detail will be incorporated;
2. West elevation - whether an additional opening or faux window element should be added to the southwest façade to reduce massing;
3. Exterior siding – ARC approval is required under the PUD;
4. Roofing – ARC approval is required under the PUD;
5. Mechanicals – petitioner should acknowledge that all future mechanical equipment will be fully screened in compliance with PUD standards.

Pending ARC guidance and approval on the above items, staff recommends approval.

Exhibit A – Old Town Cigar Bar PUD

Architectural Standards

- A. The existing primary structures on the property shall be renovated to meet the the following minimum standards:
1. The black/charcoal color, as shown in the petitioner's illustrative architectural exhibit shall be a permitted exterior color. Otherwise, all colors shall be muted tones which are compatible with the surrounding structures. No fluorescent, neon, or other high intensity colors shall be used as a building color.
 2. Mechanical equipment (ie. RTUs, wall-mounted, or ground mounted) shall be screened from view. Wall and ground-mounted equipment shall be screened with a wall, fence, or landscaping. Roof-mounted equipment shall be screened from the view by parapets, dormers, portion of roof, or other screens. The material of all such screens shall be consistent with the exterior materials used on the façade of the primary building, unless use of such material is deemed not logical or feasible by the ARC, in which case the ARC may approve an alternative material. All roof-top equipment screens shall be constructed so that the equipment screen fully obscures the view of the equipment from all points of abutting property lines and all points of the farthest right-of-way line of any adjacent public or private street. The line of site measurements shall be taken at a height of eight (8) feet from grade along the applicable property line or right-of-way line. The Town may require multiple line of site exhibits depending upon existing or proposed conditions, including but not limited to distance from equipment and changes in grade. Mechanical and utility equipment not shown on plans (due to unknown location or other reasons) or mechanicals added that were not originally planned for do not remove the developer's responsibility to comply with these standards.
 3. The north façade shall feature a covered porch, covered entry, or pergola, similar to that shown in Exhibit C-1. This feature shall utilize warm wood tones and materials.
 4. Exterior siding materials shall be limited to fiber cement, LP siding, brick, stone, wood, and EIFS. The existing metal siding may remain and may be repaired if damaged, but metal siding shall not be permitted as a new material. However, black metal siding or skin may be used if installed at the outset of the project, subject to review and approval by the ARC.
 5. Roofing materials shall be limited to three-dimensional asphalt shingles, copper, or slate. The existing metal roofing may remain and may be repaired if damaged, but metal roofing shall not be permitted as a new material. However, black metal roofing may be used if installed at the outset of the project, subject to review and approval by the ARC.
 6. There shall be a minimum of two (2) separate window openings on the north façade. At least one window opening shall be added to the west and east facades.
 7. The north façade gable shall feature a decorative detail similar to that shown in Exhibit C-1.
- B. All new primary structures on the property shall be required to meet the requirements of the Neighborhood Commercial Zoning District and the MCR-OL Overlay.

Exhibit A – Old Town Cigar Bar PUD (continued)

Illustrative Architectural Exhibit

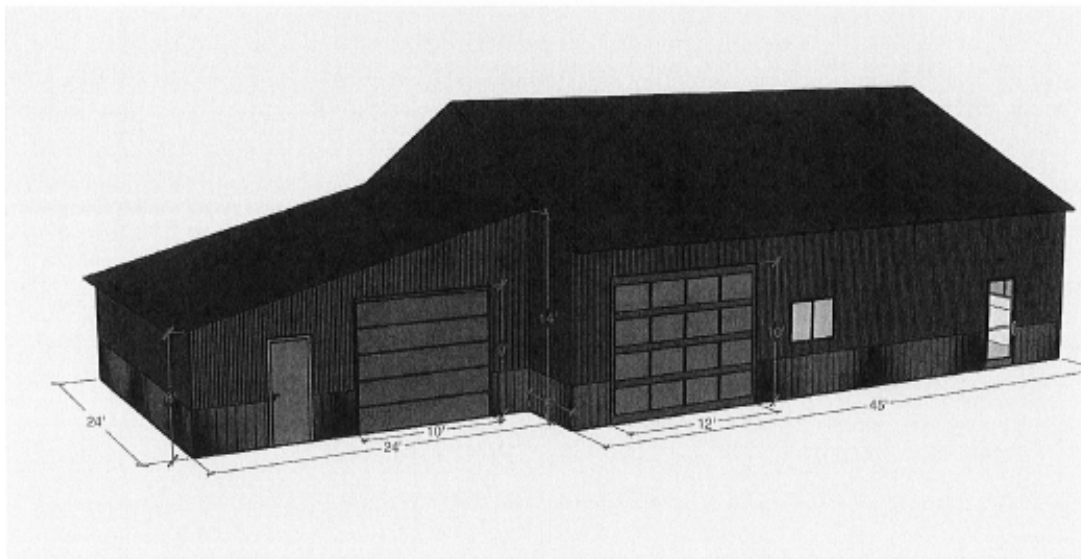
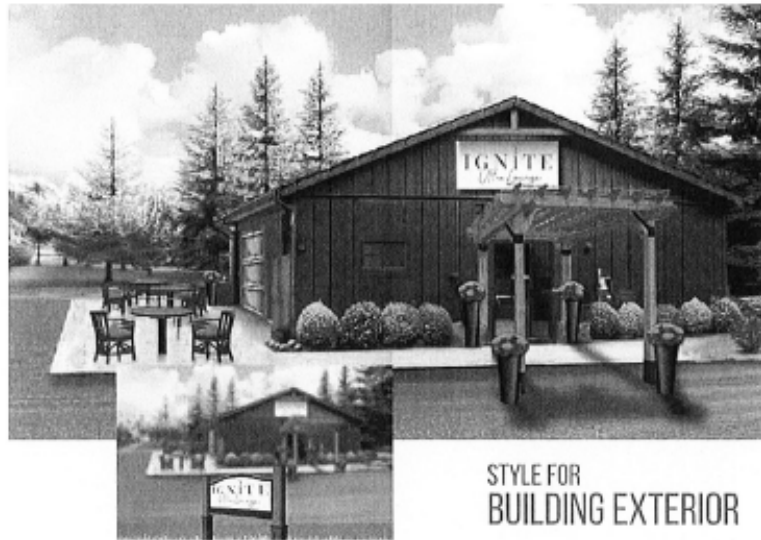


Exhibit B – Submitted Elevations





6280 W 800 N. MCCORDSVILLE, IN 46055 | (317) 335-5113 | WWW.MCCORDSVILLE.IN.GOV



6280 W 800 N. MCCORDSVILLE, IN 46055 | (317) 335-5113 | WWW.MCCORDSVILLE.IN.GOV

Exhibit C – Elevations shown at the March and April 2025 ARC

