



**Land Use and Long
Range Planning**

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ADMINISTRATIVE REVIEW TEAM

MEETING MINUTES

MARCH 28, 2013

Attendees

Gary Gunderman, Planning Manager; Rachel Ray, Planner II; Alan Perkins, Fire Marshal; Jeff Tyler, Director of Building Standards; Fred Hahn, Director of Parks & Open Space; Laura Ball, Landscape Architect; Barb Cox, Engineering Manager; Colleen Gilger, Economic Development Manager; Matt Meyer, PBM Wireless Services; and Flora Rogers, Administrative Assistant.

Gary Gunderman called the meeting to order.

Case Introduction

1. 13-020ARB-MPR – BSC Historic Core – Tails Above the Rest – Signs – 14 S. High Street

Mr. Gunderman introduced this request for a new business to install a 5.86-square-foot projecting sign for a storefront located on the east side of South High Street south of the intersection with Bridge Street. He said this Minor Project Review is proposed in accordance with Zoning Code Section 153.066(H) and under the review standards of Zoning Code Section 153.170 and the *Historic Dublin Design Guidelines*. Mr. Gunderman said the case manager's initial review indicated that the sign meets all applicable Code requirements, but will verify prior to next week's meeting.

Jeff Tyler noted that, although unrelated to the sign proposal, this new business would be required to obtain an occupancy permit for the use of this space prior to opening.

Barb Cox asked whether the applicant would occupy the first floor, second floor, or both.

Rachel Ray said she was unsure, and would check with the case manager, Jennifer Rauch. Ms. Ray said a recommendation to the Architectural Review Board was planned for the next ART meeting on Thursday, April 4th.

2. 13-023ARB-MPR – BSC Historic Residential – Larson Residence – Roof Replacement – 76 South Riverview Street

Mr. Gunderman said this is a request for the replacement of an existing shingle roof with a standing seam metal roof for an existing residence on the east side of South Riverview Street at the intersection with Eberly Hill. He said this Minor Project Review is proposed in accordance with Zoning Code Section 153.062(E) and under the review standards of Zoning Code Section 153.170 and the *Historic Dublin Design Guidelines*.

Jeff Tyler asked if the Administrative Review Team was responsible for making a determination

whether this type of roofing material was appropriate for the style of the residence.

Mr. Gunderman said this would be a recommendation to the Architectural Review Board, and part of the recommendation included the architectural appropriateness.

Barb Cox indicated that the photo appeared to show a brighter shade of red than the color sample provided.

Fred Hahn asked for clarification on the review criteria for the administrative review team.

Rachel Ray said the ART Report will include an analysis of the proposal based on the review criteria for Minor Projects, as well as the *Historic Dublin Design Guidelines*. She said more information will be available at the next meeting.

Case Determination

1. 13-018ARTW – ID-1 – Verizon Wireless Co-location – 6430 Shier Rings Road

Rachel Ray explained that this request to replace six panel antennas and add up to six new remote radio heads on the existing monopole at 6430 Shier Rings Road had been introduced at the previous Administrative Review Team meeting on March 21, 2013. She said that Planning recommended approval of this application for a wireless communication facility with two conditions:

1. That the applicant select a coax cable color that is designed to be as unobtrusive as possible on the existing monopole; and
2. That any associated cables are trimmed to fit closely to the panels.

Matt Meyers, PBM Wireless Services, representing the applicant, said they are replacing the coax cable to improve capacity and service to prevent the need to build a new tower, and it is important to the applicant to upgrade the equipment and replace the cable. The cable is 1 and 5/8 inches thick and will be installed flush against the monopole and is a sixth the size of the old cable. He said the cable only comes in black and the monopole is not currently painted, it is just galvanized steel.

Gary Gunderman asked if the pole currently has a cable on the outside. Mr. Meyers indicated it did not, but the location across the street does and you can see it from all angles and that this cable will not be visible from most all sides of the monopole.

Jeff Tyler asked if the cable can be installed inside the existing monopole. Mr. Meyers said it could but would not be a good solution because the cable is not flexible and would need to loop at the top to be connected to the equipment. Mr. Tyler agreed they would not want the looping at the top of the monopole.

Ms. Ray asked if the cable would be secured every couple of feet to keep it flush to the pole. Mr. Meyers agreed that it would be fastened with matching fasteners to the galvanized color of the monopole.

Ms. Ray suggested the condition be changed to strike the word color. Mr. Meyers agreed with the understanding the only cable color is black.

Mr. Tyler agreed that they wanted the cable to be secured as tight as possible to the monopole. Mr. Meyers said the engineers agreed that they were going to install the cable securely, because unsecured cables would risk damaging the equipment.

Mr. Gunderman asked if the Administrative Review Team members had any further questions or concerns regarding this proposal. [There were none.] He concluded that the Administrative Review Team approved this Minor Project Review application, with two revised conditions:

1. That the applicant select a coax cable that is designed to be as unobtrusive as possible on the existing monopole; and
2. That any associated cables are trimmed to fit closely to the panels.

Mr. Meyers thanked the Administrative Review Team.

Administrative

Mr. Gunderman asked Ms. Ray to provide a brief update regarding potential upcoming applications. Mr. Gunderman asked if there were any changes to the March 21, 2013 meeting minutes [there were none]. Mr. Gunderman accepted the minutes into the record as presented.

Mr. Gunderman confirmed there were no further items of discussion and adjourned the meeting.