



City of Dublin

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## ARCHITECTURAL REVIEW BOARD

### MEETING MINUTES

MAY 22, 2013

#### AGENDA

#### 1. BSC Historic Residential District – Sharpin Residence 13-042ARB-MPR

134 S. Riverview Street  
Minor Project Review

Robert Schisler called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance. Other Board members present were Bob Dyas, Neil Mathias, Thomas Munhall, and David Rinaldi. City representatives present were Vice Mayor Amy Salay, Jennifer Rauch, Claudia Husak, Jordan Fromm, Steve Langworthy, and Libby Farley.

#### Administrative Business

Vice Mayor Amy Salay administered the Oath of Office to newly appointed Board members Neil Mathias and Thomas Munhall.

#### Motion and Vote

Robert Schisler moved, Munhall seconded, to adjourn to Executive Session. The vote was as follows: Mr. Schisler, yes; Mr. Rinaldi, yes; Mr. Mathias, yes; Mr. Munhall, yes; and Mr. Dyas, yes. (Approved 5 – 0.)

#### Motion and Vote

Robert Schisler moved, Bob Dyas seconded, to reconvene the meeting. The vote was as follows: Mr. Schisler, yes; Mr. Dyas, yes; Mr. Rinaldi, yes; Mr. Mathias, yes; and Mr. Munhall, yes. (Approved 5 – 0.)

#### Motion and Vote

Bob Dyas moved, seconded by David Rinaldi, to elect Robert Schisler as the Chair of the Architectural Review Board for 2013-2014. The vote was as follows: Mr. Schisler, yes; Mr. Dyas, yes; Mr. Rinaldi, yes; Mr. Mathias, yes; and Mr. Munhall, yes. (Approved 5 – 0.)

#### Motion and Vote

Robert Schisler moved, seconded by Neil Mathias, to elect Bob Dyas as the Vice Chair of the Architectural Review Board for 2013-2014. The vote was as follows: Mr. Schisler, yes; Mr. Dyas, yes; Mr. Rinaldi, yes; Mr. Mathias, yes; and Mr. Munhall, yes. (Approved 5 – 0.)

#### Motion and Vote

Bob Dyas moved, Robert Schisler seconded, to accept the documents into the record. The vote was as follows: Mr. Rinaldi, yes; Mr. Schisler, yes; Mr. Dyas, yes; Mr. Mathias, yes; and Mr. Munhall, yes. (Approved 5 – 0.)

#### Motion and Vote

Robert Schisler moved, Bob Dyas seconded, to approve the April 24, 2013 meeting minutes as presented. The vote was as follows: Mr. Rinaldi, yes; Mr. Schisler, yes; Mr. Dyas, yes; Mr. Mathias, yes; and Mr. Munhall, yes. (Approved 5 – 0.)

## **Communications**

Jennifer Rauch welcomed the two new members to the Board. She said a packet of information was provided for each of them from the City Manager's office which that outlines information about the City. She said if Mr. Munhall and Mr. Mathias have any questions about this material to contact Sara Ott.

Ms. Rauch reviewed a flyer for an open house, on June 11<sup>th</sup> at the Chamber of Commerce, to kickoff our Historic Dublin Markers Project. She said City Council asked Planning to work with the Board to review the significance of the Historic Markers and review alternatives, designs, and locations. She said we are in information gathering stage, which includes this initial open house. She said the goal is have an interactive discussion with the attendees about the history of the markers and what types of identification is appropriate for the District. She said the information would be useful for the Board as they move forward with the project. She encouraged the members to attend and invited interest people to the meeting.

Robert Schisler confirmed with Ms. Rauch the BSC District requirements could be distributed electronically. Ms. Rauch said the requirements were available on the City's website, but that a link would be provided for Board members to download PDF directly, as well as a hard copy.

Mr. Schisler briefly explained the rules and procedures of the Architectural Review Board. He swore in those wishing to speak in regards to an application on the agenda tonight.

### **1. BSC Historic Residential District – Sharpin Residence 13-042ARB-MPR**

### **134 S. Riverview Street Minor Project Review**

Jennifer Rauch presented this request for Minor Project Review for site and architectural modifications for an existing residence located on the east side of South Riverview Street. She stated the site contains a duplex and the subject of this application concerns the northern half of the duplex. She said the application includes two sets of improvements to the front porch and the rear deck area. She said the front improvements are to the existing front porch area, which include removing the existing wooden walkway, new covered porch, new stoop and new flagstone path. She said the rear improvements include removing the existing deck and railing material, installing new material, the addition of a new pergola above on the upper level, and a spiral staircase provide access down to a new screened in porch area.

Ms. Rauch showed a photo of the existing front elevation on the bottom and identified the areas where the proposed improvements would occur. She said the existing wooden walkway area would be removed and replaced with a new flagstone path and the existing front stoop would become covered. She said the new covered porch material and shingles will match the existing home. She said a condition of approval states the applicant identify the front yard setback on the site plan at the time of building permit. She stated the requirements for Historic Residential within the Bridge Street District permit a zero front yard setback, which the proposal meets, but the plans need to show compliance.

Ms. Rauch stated the for the rear of the property the applicant is proposing to replace the existing railing and decking material on the upper level and add new pergola, all made of a timber tech material. She said the underneath portion will include a new screened in porch area with siding knee wall to match the existing home. She said on the upper level the existing stairs will be removed a new spiral staircase is proposed farther back to provide access to the lower level. She said two additional conditions are proposed for the rear improvements that state the applicant shall verify the height of the spiral stairs does not exceed 12 feet and meet the Building Code if it does not, and to identify on the plans that the proposed improvements do not encroach farther into the floodplain. She said the Administrative Review Team reviewed the project and recommends approval based on the applicable Minor Project Review criteria, and the Architectural Review Board standards with three conditions.

Mr. Schisler asked to see the deck material. Ms. Rauch provided the material. Mr. Dyas stated it was high quality material.

Mr. Rinaldi asked the applicant to verify the height of the front stoop from the grade and ensure a railing was not required to meet the Building Code. Ms. Rauch confirmed this would be part of the building permit review process. Rick Sharpin, owner, 134 S. Riverview Street agreed to look into the height and add a railing, if necessary.

Mr. Sharpin confirmed the proposed front improvements would be painted white to match the existing trim and the proposed material on the rear would be a natural color of the deck material.

Bob Dyas moved, seconded by Robert Schisler, to approve this Minor Project Review application for site and architectural modifications with the three conditions as noted. The vote was as follows: Mr. Schisler, yes; Mr. Dyas, yes; Mr. Rinaldi, yes; Mr. Mathias, yes; and Mr. Munhall, yes. (Approved 5 – 0.)

Mr. Schisler adjourned the meeting at 6:55 p.m.

As approved by the Architectural Review Board on June 26, 2013.