



City of Dublin

**LAND USE & LONG
RANGE PLANNING**

October 3, 2013

Minor Project Review

**13-101MPR – BSC Sawmill Center
Neighborhood District**

Covelli Offices – Rite Rug Center

6685 Sawmill Road

This is a request for review and approval of minor architectural modifications for a tenant space in an Existing Structure at 6685 Sawmill Road, known as the Rite Rug Center, located west of Sawmill Road and approximately 200 feet north of Village Parkway. This Minor Project Review application is proposed in accordance with Zoning Code Section 153.066(G).

Date of Application Acceptance

Friday, September 20, 2013

Date of ART Determination

Thursday, October 3, 2013

Case Manager

Justin Goodwin, AICP, Planner II | (614) 410-4677 | jgoodwin@dublin.oh.us



PART I: APPLICATION OVERVIEW

<i>Zoning District</i>	BSC Sawmill Center Neighborhood District
<i>Development Proposal</i>	Modifications to an Existing Structure
<i>Building Type</i>	Existing Structure
<i>Waivers</i>	None
<i>Administrative Departures</i>	None
<i>Property Address</i>	6685 Sawmill Road
<i>Property Owner</i>	Whittingham Capital, Inc.
<i>Applicant</i>	Kim Phillips, Phillips/Sekanick Architects
<i>Case Managers</i>	Justin Goodwin, AICP, Planner II (614) 410-4677 jgoodwin@dublin.oh.us

Application Review Procedure: Minor Project Review/Existing Structure Modification

The purpose of the Minor Project Review is to provide an efficient review process for smaller projects that do not have significant community effects. The Minor Project Review is necessary to ensure that applications for development meet the requirements of Chapter 153 of the Dublin Zoning Code. The Administrative Review Team may also approve extensions, alterations, or other modifications to Existing Structures provided that the criteria of §153.062(B)(2)(b) are satisfied.

Following acceptance of a complete application for Minor Project Review, the Administrative Review Team shall approve, deny, or approve with conditions the application based on the criteria of §153.066(F)(5) applicable to Site Plan Reviews. A determination by the Administrative Review Team is required not more than 14 days from the date the request was submitted.

Zoning Code Analysis

§153.062(B) (2) – Building Types – Existing Structures

This building is considered an Existing Structure as defined by *§153.062(B)(2)*. Criteria for the modification of Existing Structures are listed in Part III of this report. The building meets these criteria and the proposed modifications are not required to meet the building type requirements of the Bridge Street District Development Code. The proposed modifications have been reviewed for appropriateness with the existing character of the building.

Primary building materials for this Existing Structure consist of a stucco and brick. The north elevation, being modified with this proposal, includes a stair step pattern of brick veneer overlaid on a large field of stucco. There are currently no windows on the north elevation. The applicant is proposing to alter the north façade by adding seven windows. This modification is proposed as part of a tenant space conversion for an office use in a vacant space formerly used as a credit union. An existing multi-pane storefront window on the front (east) façade will be replaced with a single pane to match the other existing storefront windows. Minor repairs and maintenance of existing façade materials will also be performed with this improvement. No other site modifications are proposed.

PART II: ADMINISTRATIVE REVIEW TEAM COMMENTS

Land Use and Long Range Planning

The proposed addition of windows to a currently windowless north façade is consistent with the intent of the Bridge Street District building type requirements and brings this structure closer to compliance with Code. Planning has engaged an architectural consultant (Ford & Associates Architects) to review and comment on the proposed architectural modifications (refer to attached memo). The applicant has addressed these comments by revising the proposed architectural elevations as described below.

East Elevation

The applicant will repair the holes left in the sign band from the previous tenant and repaint the Stucco/EIFS material to match existing. No signs are proposed at this time; new signs will require a separate Minor Project Review application.

North Elevation

- The proposed windows on the north elevation have been increased from two feet to four feet in width.
- Window spacing has been adjusted to provide equal spacing between the (five) four foot-by-four foot office windows. Alternate spacing is provided for the (two) four foot-by-six foot conference room windows to accommodate interior design elements. Planning is concerned that one of the four-by-four windows within the stucco field is positioned too close to the brick veneer field. Planning recommends shifting all five office windows one foot to the west to provide better spacing between the brick and stucco façade areas. Based on the proposed floor plan, this recommendation appears feasible without creating internal conflicts.
- Brick sills and headers are provided for the windows located within the existing brick field.
- Stucco sills and headers are provided for the windows located within the existing stucco field.
- A visible crack in the existing stucco finish will be repaired, along with any other necessary repairs to existing materials that may be discovered as work is performed.

West Elevation

No modifications are proposed for the west elevation; the applicant is no longer proposing to remove and infill the existing overhead service door at the rear of the tenant space as originally proposed. A pre-existing conversion of a second overhead door with wood siding occurred prior to the zoning of this property into the Bridge Street District. Any future conversion of the wood siding or remaining overhead door will require a separate Minor Project Review application.

Fire

A building permit application for internal improvements has been filed in association with this architectural modification. The Washington Township Fire Department has noted some issues related to maximum occupancy and required fire suppression methods. These items are not related to this Minor Project application and will need to be addressed as part of the building permit review process.

Parks & Open Space, Police, Engineering, Building Standards, Economic Development

No Comments.

PART III: APPLICABLE REVIEW STANDARDS

Exterior Modifications to an Existing Structure Review Criteria

The Administrative Review Team may approve extensions, alterations, or other modifications to Existing Structures provided that the following criteria are met:

1. *Met.* That the Existing Structure meets all height, area, and/or parking and loading provisions that were applicable immediately prior to the rezoning of the property into a BSC district.
2. *Met.* That the enlargement or extension is limited to the same parcel on which the Existing Structure was located at the time of the adoption of this amendment.
3. *Met.* That the improvement does not interfere with the use of other properties located contiguous to or directly across the street from the parcel on which the Existing Structure is located.
4. *Met.* That the enlargement or extension does not exceed 50% of the gross floor area of the Existing Structure at the time of the adoption of this amendment.

Applicable Minor Project Review Criteria

The Administrative Review Team has reviewed this application based on the applicable review criteria for Minor Projects, which include the following:

- (c) Meets Applicable Zoning Regulations
Met. The proposed building modifications are consistent with applicable Zoning Code requirements.
- (j) Consistency with Bridge Street Corridor Vision Report, Community Plan, and other Policy Documents
Met. The proposal is consistent with the City's policy intent to allow for continued investment in developments that existed prior to the adoption of the Bridge Street District plans.

PART IV: PROPOSED ADMINISTRATIVE REVIEW TEAM DETERMINATION

Approval of this Minor Project Review application.

To: Justin Goodwin, AICP
Planner II, City of Dublin

From: Mark Ford

Date: September 25, 2013

Re: Case No. 13-101MPR – BSC Sawmill Center Neighborhood District - Covelli Office Plans

Per your request, I have reviewed the proposed Covelli Office Plans prepared by Kim Phillips, AIA, dated September 13, 2013. My comments are as follows:

Sheet A-5.1, East Elevation

1. Is the existing stucco sign band to be painted? No indication on the drawings as to the treatment of the existing surfaces.

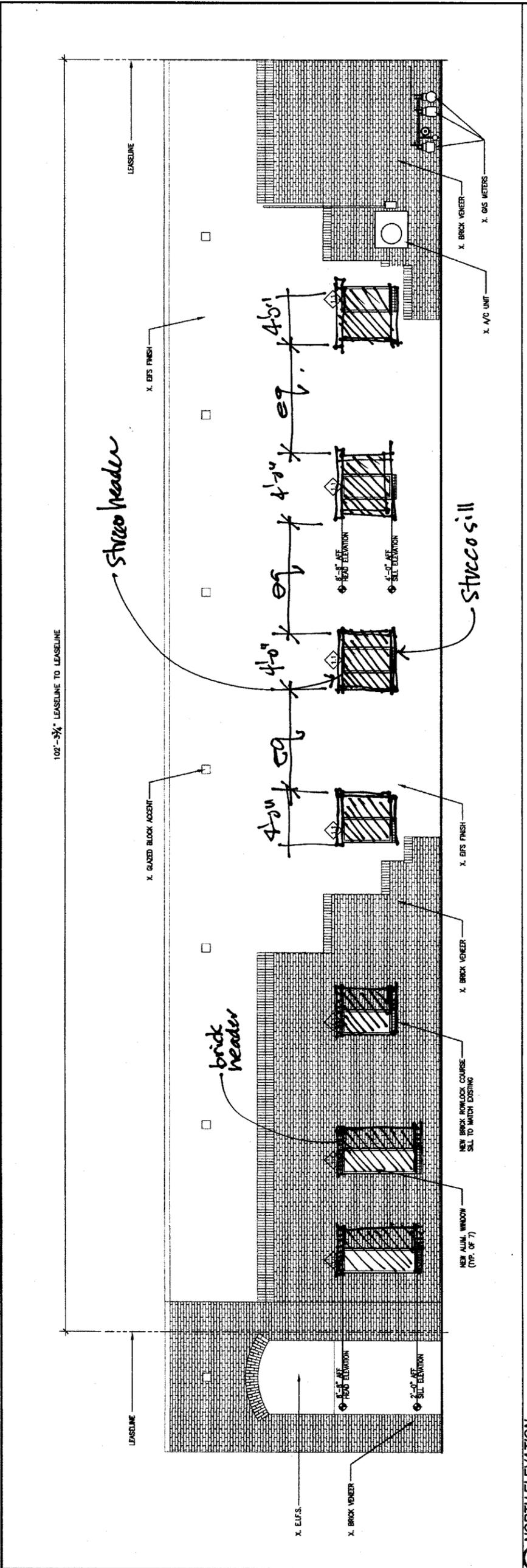
Sheet A-5.1, North Elevation

1. The drawings indicate that the wall surface is EIFS; however, I believe that the existing material is cement stucco.
2. I would recommend that the width of each window unit be increased to a minimum of 4 feet in width.
3. The spacing between the individual windows varies (See Plan Dimensions on Sheet EC-2.1). The spacing between the window units should be consistent. See attached sketch.
4. At the window openings located in the brick field, a brick soldier course header should be provided.
5. Provide an accent header and sill at the top and bottom of each window opening in the stucco field.
6. There is a large crack in the existing stucco finish that should be repaired as part of this construction.

Sheet A-5.2, West Elevation

1. Although the existing opening to the north has been enclosed with wood siding, I do not believe that this is the proper solution based on the current code. I would suggest that in lieu of the wood siding infill at the removed overhead door, that this opening be enclosed with an aluminum and glass storefront system. The opening is into a training room, so it is an office function that would benefit from natural lighting.

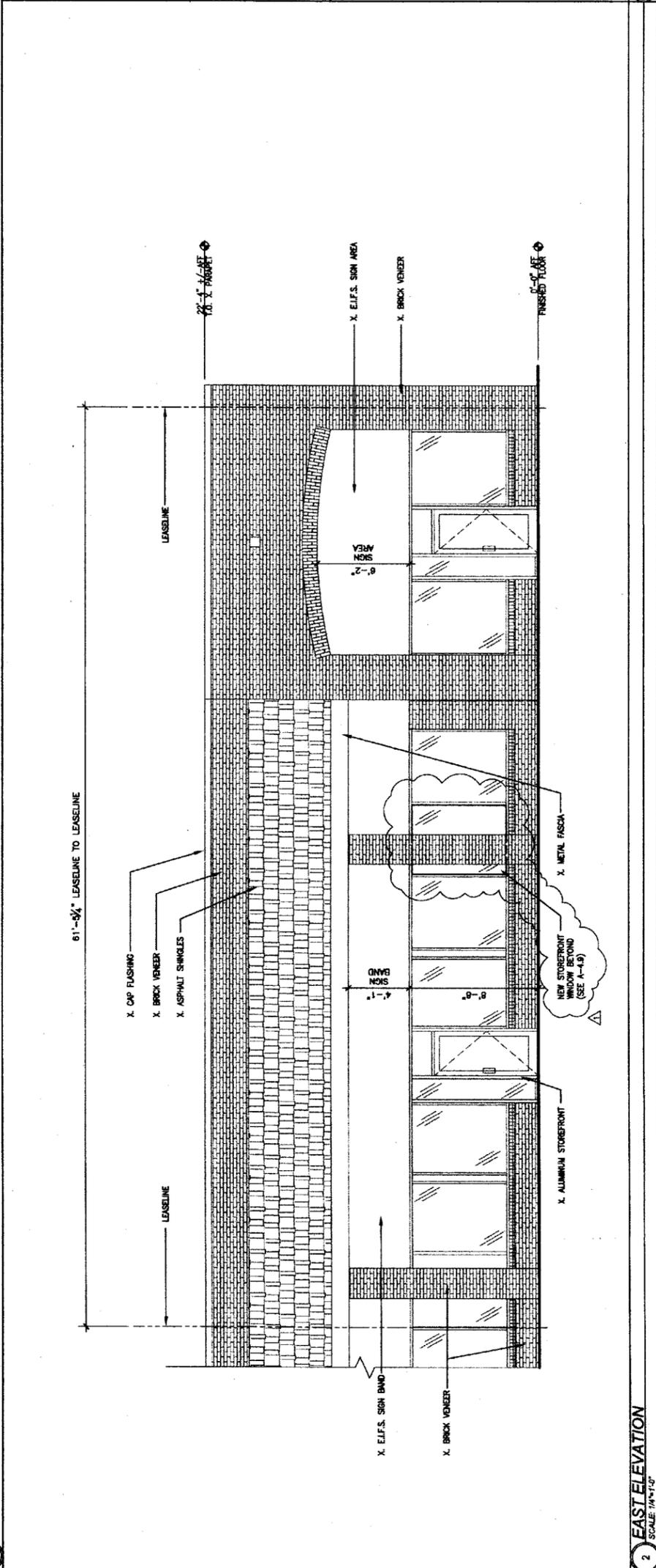
Please contact me if additional information is required.



3 NORTH ELEVATION
 SCALE: 1/4" = 1'-0"

KEYED NOTES: INDICATED BY SYMBOL

1. INSTALL THREE (3) 3 1/2" X 3 1/2" X 3/8" ANGLE HOT DIPPED GALVANIZED STEEL UNITS WITH MINIMUM 4" BEARING AT EACH END. PROVIDE AN ADDITIONAL ANGLE AT NEW OPENINGS WITH BRICK HEADERS.



2 EAST ELEVATION
 SCALE: 1/4" = 1'-0"

KEYPLAN
 SCALE: NTS