



To: Members of Dublin Planning and Zoning Commission
From: Steve Langworthy, Planning Director
Date: October 10, 2013
Initiated By: Justin Goodwin, AICP, Planner II
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Re: Bridge Street District Code Review - §153.066, Review and Approval Procedures and Criteria

Background

The Planning and Zoning Commission continued their discussion of the Bridge Street District Zoning Code regulations on September 19, with additional review of §153.066, Review and Approval Procedures and Criteria. Following the Commission's review and discussion, Planning has prepared a revised draft of the Review and Approval Procedures for consideration at the Commission's next meeting on October 10, 2013.

The following versions of §153.066, Review and Approval Procedures and Criteria, have been provided for the Commission's review:

- *"Clean" Copy:* Proposed draft; Planning recommends that the Commission review this version for content and discussion purposes.
- *Tracked Changes:* Proposed revisions; This version compares the proposed draft with the original Code text as approved by City Council. Please note that some text that appears as 'new' (blue) is actually pre-existing text that has been moved due to reorganization of subsections.
- *Original Copy:* Original version as approved by City Council on March 26, 2012.

Summary of Modifications

Planning revised §153.066 to address the issues raised by the Commission at their meetings on September 12 and 19, as well as other changes identified by Planning following analysis of the Code and experience with implementing the procedures. An overview of the modifications, including both technical and procedural, is provided below.

Content Modifications

- *Required Reviewing Body Determination:* Outlined in §153.066(D)(3); includes three criteria to be met to require future Development Plan and/or Site Plan Review by the Planning and Zoning Commission in lieu of the Administrative Review Team.
- *Basic Plan Review:* Required prior to both Development Plan and Site Plan Reviews (optional in the Architectural Review District). To clarify the nomenclature, the plans reviewed during the Basic Plan Review have been designated "Basic Development Plans" and "Basic Site Plans."

- *Development Plan Review:* Clarified the purpose of the Development Plan Review to reference planned open spaces, building types, and overall contribution to the creation of signature places in the Bridge Street District. Similarly, the review criteria include evaluation of the proposed street types, and building types and open spaces (when known).
- *Minor Project Review:* At the Planning and Zoning Commission meeting on September 19, the Commission discussed some modifications to the list of projects that qualify for Minor Project Review (rather than requiring Basic Plan Review followed by Development Plan and/or Site Plan Review) outlined in Code Section 153.066(F)(2) in the revised draft. Planning clarified number 4 to include site development requirements associated with new buildings (under 10,000 square feet) and building additions. Planning also clarified 5 to limit Minor Project Review to apply to exterior modifications to principal structures involving not more than 25% of any individual façade elevation, rather than the total façade area.

No changes were made to 8, which states that any modification to an Existing Structure is a Minor Project Review. The Commission may wish to discuss when the magnitude of such improvements suggests that reviews beyond Minor Project Review may be appropriate. It should be noted that §153.062(B)(2) states that enlargements or expansions to Existing Structures are limited to 50% of the existing gross floor area before they are required to fully comply with all applicable Bridge Street District regulations, including building types. Planning also recommends a modification to the Existing Structures provisions in §153.062(B)(2) to require that modifications to Existing Structures not result in buildings that are any “less compliant” with the Bridge Street District regulations.

- *Minor Modifications:* Minor modifications, requiring Director approval through a Certificate of Zoning Plan Approval, has been modified to include minor modifications to Existing Structures and associated site improvements when minor site and building modifications are necessary for ordinary maintenance, refurbishment, or Zoning Code compliance (such as repainting, screening service structures, installing new sidewalks and landscaping, etc.).
- *Simultaneous Processing:* §153.066 currently allows applications for Development Plan and Site Plan Reviews to be processed simultaneously. While this may be appropriate for smaller projects, for more significant projects, some of the site details may hinge on determinations on larger site considerations, such as street type, block size, etc. Planning has drafted a provision limiting simultaneous processing when any more than one of the three criteria requiring a Development Plan Review in addition to a Site Plan Review have been met.

Technical Modifications

- Many of the changes to the text are the result of clarifications to the review timelines and procedures between the Administrative Review Team and the Planning and Zoning Commission and/or the Architectural Review Board.
- *Elective Review:* Procedures have been eliminated in lieu of the Required Reviewing Body Determination.
- *Waiver Review:* Has been relocated as a separate type of review (rather than as a sub-component of the Development Plan and Site Plan Reviews), since Waivers may be requested separately, or as part of the Basic Plan or Minor Project Reviews. Review criteria for Development Plan and Site Plan Review Waivers have been combined.

Other Notes and Considerations

- References to “commonly accepted principles of walkable urbanism” have been added throughout this Section. Planning recommends adding these principles to §§153.057 and 153.058, General Purpose and BSC Districts Scope and Intent.
- Cross-references are subject to change with further modifications to other Code Sections, and may need to be “cleaned up” in this section at a later date.
- References to the Bridge Street Corridor (now the Bridge Street “District”) and the Vision Report (now adopted as part of the Community Plan) will need to be modified at a later date, following changes to §§153.057 and 153.058, General Purpose and BSC Districts Scope and Intent.
- Review procedures for Parking Plans, Master Sign Plans, Open Space Fees-in-Lieu requests, and Subdivision Reviews (Preliminary and Final Plats) may change following further discussion and analysis of the respective Code Sections.

Recommendation

Planning recommends the Commission review and discuss the proposed revisions and provide further feedback. If the Commission feels that the proposed revisions are appropriate, Planning will forward the draft to City Council for review and direction.