



**Land Use and Long
Range Planning**

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ADMINISTRATIVE REVIEW TEAM

MEETING MINUTES

MARCH 6, 2014

ART Members and Designees: Gary Gunderman, Planning Manager; Alan Perkins, Fire Marshal; Barb Cox, Engineering Manager; Fred Hahn, Director of Parks and Open Spaces; and Jeff Tyler, Building Standards Director.

Other Staff: Rachel Ray, Planner II; Jennifer Rauch, Planner II; Jordan Fromm, Planning Assistant; and Laurie Wright, Staff Assistant.

Applicant: Bryan Brawner and Troy Webb from Crown Castle participated via conference call; Craig Goodwin, Dan Cline Architects; and Nick Vollman, Plaza Properties.

Gary Gunderman called the meeting to order. He asked if there were any amendments to the February 27, 2014, meeting minutes. [There were none.] The minutes were accepted into the record as presented.

DETERMINATIONS

**1. BSC Historic Residential District – Rigsby Residence 64 S. Riverview Street
14-013 MPR-ARB Minor Project Review**

Jordan Fromm said this is a proposal for a roof replacement for a single-family home in the Historic District, located on the east side of South Riverview Street at the intersection with Eberly Hill. He said this is a request for review and approval of a Minor Project in accordance with Zoning Code Sections 153.066(G) and 153.170 and the *Historic Dublin Design Guidelines*.

Mr. Fromm said the applicant is requesting to replace the roof shingles with asphalt, designed to look like slate to better match the design of the home and other roofs in the neighborhood. He said no other modifications are proposed.

Gary Gunderman asked if there were any questions or concerns. [There were none.]

Mr. Gunderman concluded that the ART recommends approval of the request to the Architectural Review Board on March 19, 2014, with no conditions.

**2. Sprint Wireless Co-Location – Avery Park Field Light Pole - 7673 Avery Road
14-014ARTW Administrative Review**

Rachel Ray said this is a request for Sprint to install three new panel antennas and three new remote radio units on an existing field light pole at Avery Park. She said the site is on the west side of Avery Road approximately 500 feet south of the intersection with Brand Road. She said this is a request for review and approval of a wireless communications facility under the provisions of Chapter 99 of the Dublin Code Ordinances.

Ms. Ray said that no trenching was proposed and that all equipment modifications will occur within the existing cabinet.

Ms. Ray said approval of this application for a wireless communications facility is recommended with the following conditions:

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

Ms. Ray asked the members of the ART if there were any questions or concerns. [There were none.] She asked the applicant if he had any questions.

Troy Webb, Crown Castle, said he was the Project Manager and inquired about the cable lines that had been previously approved, since they planned to use lines from the previous permit and were not installing new lines.

Gary Gunderman asked if the ART had specified a color on the earlier permits but stated the color would still be acceptable now.

Mr. Gunderman asked the applicant if they agreed to the conditions stated. Bryan Brawner, Crown Castle, said he understood and consented to the conditions.

Mr. Gunderman confirmed approval of this application with the conditions listed above.

**3. Sprint Wireless Co-Location – Scioto Park Tree 7377 Riverside Drive
14-015ARTW Administrative Review**

Rachel Ray said this is a request for Sprint to install three new panel antennas and three new remote radio units on the existing "pine tree" monopole at Scioto Park. She said the site is on the west side of Riverside Road approximately 250 feet north of the intersection with Hanna Hills Drive. She said this is a request for review and approval of a wireless communications facility under the provisions of Chapter 99 of the Dublin Code Ordinances.

Jenny Rauch inquired about a trench on the site, which will limit the access for the applicant's equipment per a phone call she received today from Troy Webb with Crown Castle.

Fred Hahn said he spoke with someone a few weeks ago about this project, and he had recommended that they conduct a site visit before they arrive to make sure they could gain access to the site given the City's construction activity in the area.

Mr. Webb reported that now there is a trench, which limits their ability to access the pole with their equipment.

Mr. Hahn reiterated his conversation two weeks ago apprising the Sprint subcontractor. He had said at that time that gaining access to the pole from the parking lot due to the City's construction activity, could involve an open trench that would prohibit access to the pole. Mr. Hahn said multiple utilities are to go into that trench.

Mr. Webb asked if the line would handle a crane over the top when completed.

Mr. Hahn asked about his timetable for this project as the open trench would take months before it was completely settled and that a bridge may have to be constructed for Sprint to gain access to the tower.

Gary Gunderman asked Mr. Webb how soon Sprint would like to start the project. Mr. Webb said they were working with a subcontractor, but they would like to be done by the end of next month, at the latest.

Mr. Hahn said the trench should not be open for months as it was a minor project, but was weather dependent. He thought that by the end of April, the trench would be completely backfilled, but not settled enough for a crane. However, he said a bridge could be constructed at that point and steel plates might be fine. Mr. Hahn agreed to coordinate with the subcontractor.

Jeff Tyler noted that ART could approve this project, as construction coordination is not a factor here.

Mr. Gunderman asked if the applicant agreed to and understood the conditions. Mr. Webb said he was clear and requested this be communicated with Bryan Brawner as well as Mr. Hahn's contact information.

Ms. Ray confirmed with Mr. Tyler that the applicant should submit for a Certificate of Planning Approval.

Ms. Ray said the ART recommends approval of this application for a wireless communications facility with the following conditions:

- 1) That the applicant selects an antenna panel and coax cable color that is designated to be as unobtrusive as possible on the existing tree stealth tower; and
- 2) That any associated cables are trimmed to fit closely to the panels.

Gary Gunderman asked if there were any further questions or concerns. [There were none.] He asked the applicant if they agreed to the conditions stated. Bryan Brawner, Crown Castle, said he understood and consented to the conditions.

Mr. Gunderman confirmed approval of this application with the conditions listed above.

4. Sprint Wireless Co-Location – Dublin Coffman Field Light Pole
14-016ARTW **6790 Coffman Road**
Administrative Review

Rachel Ray said this is a request for Sprint to install three new panel antennas and three new remote radio units on an existing field light pole at the Dublin Coffman High School football stadium. She said the site is on the east side of Coffman Road at the intersection with Emerald Parkway. She said this was a request for review and approval of a wireless communications facility under the provisions of Chapter 99 of the Dublin Code Ordinances.

Ms. Ray said the ART recommends approval of this application for a wireless communications facility with the following conditions:

- 1) That the applicant selects a fiber optic cable color that is designated to be as unobtrusive as possible; and
- 2) That any associated cables are trimmed to fit closely to the panels.

Gary Gunderman asked if there were any questions or concerns. [There were none.] Mr. Gunderman asked the applicant if they agreed to the conditions stated. Bryan Brawner, Crown Castle, said he understood and consented to the conditions.

Mr. Gunderman confirmed approval of this application with the conditions listed above.

5. BSC Commercial – Trader Joe’s Center – Architectural Modifications
14-017MPR **6355-6365 Sawmill Road**
Minor Project Review

Jennifer Rauch said this is a proposal to construct a 2,935-square-foot addition to an existing structure within the Trader Joe’s Center at the southwest corner of the intersection of West Dublin-Granville Road and Sawmill Road. She said this is a request for review and approval of a Minor Project in accordance with Zoning Code Sections 153.066(G).

Ms. Rauch said she verified the proposed modifications to provide a five-foot sidewalk along the northern elevation, which maintains pedestrian circulation. She said she also confirmed the removal of the existing speed bump within the drive aisle in front of the new building entrance to ensure proper access to the ADA accessible parking spaces.

Gary Gunderman asked if there were any questions or concerns with respect to this application. [There were none.]

Mr. Gunderman confirmed the ART’s approval of this request for Minor Project Review with no conditions.

**6. BSC Residential District – Tuller Road Office Park 4353 Tuller Road, Ste. E
14-018MPR Minor Project Review**

Jordan Fromm said this is a request for minor architectural modifications for a tenant space in an existing commercial building within the BSC Residential District on Tuller Road.

Mr. Fromm said the storefront windows are proposed to be modified that includes knee-high muntins and a door that will be added to the southeast elevation. He said there were no modifications to the materials submitted. He stated that the applicant was not present but had consented to all the recommended conditions.

Mr. Fromm said the ART recommends approval of this application for Minor Project Review with the following two conditions:

- 1) That the site plan be revised to remove the pathway leading to the existing door on the southwestern elevation, sod the remaining strip of land, and repair the curb section accordingly; and
- 2) That the site plan be revised to include an ADA-compliant pathway to the proposed storefront door on the southeastern elevation.

Gary Gunderman asked if there were any questions or concerns with respect to this application. [There were none.]

Mr. Gunderman confirmed the ART's approval of this request for Minor Project Review with the conditions listed above.

ADMINISTRATIVE

Mr. Gunderman asked if there were any administrative issues or other items for discussion. Ms. Ray said there are currently no applications requiring ART review so the meeting next week may be canceled unless a new application is received in the interim. The meeting was adjourned at 2:18 pm.