



City of Dublin

Land Use and Long
Range Planning

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ADMINISTRATIVE REVIEW TEAM

RECORD OF DETERMINATION

APRIL 17, 2014

The Administrative Review Team made the following determination at this meeting:

1. Ohio University Heritage College of Medicine - Signs

14-025WID-DP/SP

**6775 & 6785 Bobcat Way
Development Plan/Site Plan Review**

Proposal: A campus identification sign, building-mounted signs, wayfinding signs and on-site directional signs for a college campus, located at the southwest corner of the intersection of Post and Eiterman Roads.

Request: Review and recommendation of approval for Development Plan/Site Plan Review in accordance with Zoning Code Sections 153.042(D) and 153.042(E)(7).

Property Owner: Ohio University

Applicant: Teri Umbarger, BHDP Architects

Planning Contact: Claudia Husak, AICP, Planner II

Contact Information: (614) 410-4675; chusak@dublin.oh.us

DETERMINATIONS:

1. Approval of this application for a Development Plan Review for wall sign height.
2. Recommendation of approval to the Planning and Zoning Commission for the following as part of the Site Plan Review for the wall sign area and number:
 - 1) 153.040(L)(1) – Sign Size – Waiving requirements to the size of wall sign of 30-square-feet. The applicant is proposing three wall signs, each of which exceeds the sign size. Specifically: Approval is recommended for 6775 Bobcat Way for wall signs of 126 and 53 square feet. Given the unique use of this site as a college campus and the height and location of these buildings coupled with the need to identify each building as a part of the campus to the users and the community as a whole.
 - 2) 153.040(L)(2) – Sign Number – Allowing the applicant to install two wall signs along the same elevation for the building at 6775 Bobcat Way provides for increased wayfinding and allows for ease of identification from Eiterman Road and from the primary parking area associated with the building.

RESULTS: This Development Plan application was approved, and this Site Plan application was forwarded to the Planning and Zoning Commission with a recommendation of approval.

STAFF CERTIFICATION

Claudia D. Husak, AICP, Planner II



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ADMINISTRATIVE REVIEW TEAM

MEETING MINUTES

APRIL 17, 2014

ART Members and Designees: Gary Gunderman, Planning Manager; Ray Harpham, Commercial Plans Examiner; Dave Marshall, Review Services Analyst; Alan Perkins, Fire Marshal; Barb Cox, Engineering Manager; Fred Hahn, Director of Parks and Open Space; Laura Ball, Landscape Architect; and Colleen Gilger, Economic Development Director.

Other Staff: Rachel Ray, Planner II; Jennifer Rauch, Sr. Planner; Claudia Husak, Planner II; and Laurie Wright, Staff Assistant.

Applicants: Teri Umbarger, BHDP Architects; (Case 1); Heidi Bolyard, Bolyard Architecture and Design Studio, LLC (Case 3); Kyle Kessler, Cardinal Health (Case 4); and Steve Moore, Moore Signs (Case 4).

Gary Gunderman called the meeting to order. He asked if there were any amendments to the April 10, 2014, meeting minutes. [There were none.] The minutes were accepted into the record as presented.

DETERMINATIONS

1. Ohio University Heritage College of Medicine - Signs

14-025WID-DP/SP

**7001 & 7003 Post Road
Development Plan/Site Plan Review**

Claudia Husak said this is a proposal for a campus identification sign, building-mounted signs, wayfinding signs and on-site directional signs for a college campus located at the southwest corner of the intersection of Post and Eiterman Roads. She said this is a request for review and recommendation of approval for Development Plan/Site Plan Review in accordance with Zoning Code Sections 153.042(D) and 153.042(E)(7).

Ms. Husak said the Site Plan Review portion of this case is scheduled to go to the Planning and Zoning Commission (PZC) on May 1, 2014. She said Planning has reviewed the Zoning Code to determine what constitutes a sign and there are three signs in this proposal that qualify for the ART to make a determination, as they are either visible from the right-of-way or the adjacent properties. She reiterated that the ART can approve the increased wall sign height, not to exceed the primary roof line of each building, and the Commission will make any determinations for sign sizes and numbers of signs exceeding Zoning Code requirements.

Ms. Husak presented slides showing an overview of the site to clarify where the 6775 and 6785 Bobcat Way buildings were located as well as to show where the signs are located specifically on each building in relation to the adjacent roadways. She presented the detail for the wall sign proposed at 6785 on the north elevation of the building at a height of 42 feet, which exceeds the Zoning Code requirement of 15 feet. She said the sign is 122 square feet, using two lines to read *OHIO UNIVERSITY College of Osteopathic Medicine*. She explained that Code allows a maximum of 30 square feet.

Ms. Husak presented the detail for the two wall signs proposed for the east elevation of the building at 6775 Bobcat Way. She said the higher sign is a duplicate of the sign at 6785 Bobcat Way at 42 feet in height and 122 square feet. She explained that the second sign will be installed at a height of 28 feet and will be 53 square feet and the sign copy will read *OhioHealth Medical Education Building 1*. She stated that all of the signs are white letters and are not internally illuminated, as is incorrectly stated in the report.

Ms. Husak said as part of the Site Plan approval, the Planning and Zoning Commission will be asked to approve the square footage of all three signs, each of which exceed the permitted sign size. She said they will also be asked to make a determination on the additional sign on the 6785 building, as the number of signs exceeds Code.

Ms. Husak said as a practical matter for this college campus, the signs need to be visible from a significant distance for vehicles to effectively serve as wayfinding signs for students and visitors approaching the site.

Fred Hahn asked if the Code assumed buildings would be closer to the right-of-way.

Ms. Husak responded, until now, a college campus was not a contemplated use in the Code.

Rachel Ray commented that a ground sign was permitted as an alternative, but may not be as effective at assisting with wayfinding.

Gary Gunderman asked the applicant if she had any questions or comments; Ms. Umbarger had no comments.

Mr. Gunderman asked if there were any further questions or comments. [There were none.] He concluded that the ART approved the sign heights as part of the Development Plan, and recommended approval to the Planning and Zoning Commission for wall sign area and number as part of the Site Plan review.

**2. Verizon Wireless Rooftop Co-Location
14-029ARTW**

**5127 Post Road
Wireless Communications Facility**

Rachel Ray said this is a request for Verizon to replace six antennas and install three new remote radio units and three fiber optic cables on the roof of an office building located approximately 1,200 feet west of the intersection of Post Road and Frantz 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 of Ordinances.

Ms. Ray said all of the antenna panels and remote radio heads will be placed on the roof, entirely screened behind the existing parapet and will not be visible from the right-of-way or adjacent properties. She said the new hybrid cables will be directed through an existing conduit tray and down to the ground-mounted equipment cabinets.

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

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

- 1) That any associated cables are trimmed to fit closely to the panels.

Ms. Ray said the applicant has already submitted a building permit for their tenant fit-up to the interior of the space. She said Fuse is the commercial technology branch of Cardinal Health. She explained they are proposing an internally illuminated aluminum panel sign with red and white accents to be placed on the corner tower portion of the building at less than 15 feet above grade. She asked the applicant to submit a floor plan since the size allotment for the sign is based on linear footage of the tenant space.

Kyle Kessler, Cardinal Health, described the sign as an illuminated routed aluminum box, with a routed face to have white back-up plex for the "by Cardinal Health" portion and red acrylic added for the "fuse" portion of the sign.

Ms. Ray noted that there is some desire for three-dimensional character to signs in the Bridge Street District, based on the intent language of the sign regulations.

Mr. Kessler pointed out that the sign was set off of the brick wall by about six inches with hook-ups to existing electrical, but the panel itself gives some dimension from the building façade.

Ms. Ray said she asked one of the City's architectural consultants to review the sign and intends to provide feedback next week. She said the purpose of this week's review was to provide an introduction to the proposed sign.

Mr. Kessler stated he would include a floor plan as requested.

Steve Langworthy asked if there were any questions or comments.

Barb Cox inquired about the awnings. Mr. Kessler replied the yellow awnings were planned to be removed and replaced with charcoal black awnings and thought the color was selected after the submission.

Ms. Ray did not oppose the color change as long as the material used for the awnings was the same as before. She said the modifications to the awnings could be reviewed as part of this application.

Mr. Langworthy concluded the target ART determination is April 24, 2014.

CASE REVIEW

4. Ohio University Heritage College of Medicine - Signs

14-025WID-DP/SP

**7001 & 7003 Post Road
Development Plan/Site Plan Review**

Rachel Ray said this is a proposal for a campus identification sign, building-mounted signs, wayfinding signs and on-site directional signs for a college campus, located at the southwest corner of the intersection of Post and Eiterman Roads. She said this is a request for review and recommendation of approval for Development Plan/Site Plan Review in accordance with Zoning Code Sections 153.042(D) and 153.042(E)(7).

Ms. Ray reported that Teri Umbarger, BHDP Architects, provided an overview as an introduction at last week's ART meeting. Since that initial meeting, she said Planning had conducted a site visit to better understand the proposal, and Ms. Umbarger had provided additional sign dimension details as requested.

Steve Langworthy noted that in a campus setting, signs not visible from the road and used for internal wayfinding purposes only are not considered to be "signs" under the definition in the Zoning Code. He said that the sign regulations in the Zoning Code only apply to those signs that are visible from adjacent

properties or the right-of-way. After visiting the site, he determined the "college monument sign," intended to announce the entrance to HCOM, will not be included in the ART's determination as it is positioned in the middle of the campus. He stipulated that several of the proposed wall signs would be discussed since they will be included in the ART's determination. He stated if the dimensions exceed the requirements, ART has the ability to approve increased height, while the Planning and Zoning Commission would make any determinations for sizes and numbers of signs exceeding Code requirements. He said the ART is positioned to make the recommendation to the PZC.

Ms. Umbarger provided handouts to show examples of wayfinding signs at Ohio University's other campuses and noted the standards and what was used at the Athens, Ohio campus. She introduced Dr. Bill Burke, Dean of OUHCOM, Robin Faires, Project Manager, and Thomas Raabe, Ohio University, to say they have all been coordinating with each other as Mr. Raabe is involved in other OU projects. Ms. Umbarger said they were all available to answer any questions.

Ms. Umbarger said the site plan that was provided in the packet originally has been blown up to show the property boundaries, as requested by Ms. Husak at the previous ART meeting. She said the focus will now be on the wall signs. She noted the sign on the north elevation on the northern of the two office buildings, which is 126 square feet and the top of the sign reaches 42 feet above grade.

Ms. Ray said this exceeds the 50 square foot Code requirement. Ms. Umbarger said the request for the enlarged sign is because the building sits back so far from Post Road.

Mr. Langworthy inquired about the crest shield that was originally shown on the sign plan reviewed at last week's ART meeting. Ms. Umbarger said that has been eliminated and what is in the packet today is the final proposal from OU.

Ms. Ray asked if the sign lettering would be one color. Ms. Umbarger replied affirmatively. Robin Faires confirmed that clear anodized letters would be used to reflect in white.

Ms. Umbarger noted the south elevation of the same four-story building that faces the campus green would have a sign proposed at 53 square feet with the sign height at 24 feet above grade in the same color scheme. She emphasized that the south elevation does not face the property line or any adjacent rights-of-way.

Colleen Gilger said the south sign would only be seen on campus, internally, and would be difficult to see from the parking lot.

Ms. Umbarger explained that the southern of the two buildings faces US 33 and is the major face of campus. She said the building was set back quite a distance from the highway and is the first thing visitors will see, so that is why they are proposing a sign at 126 square feet and 43.8 feet above grade. She noted the letters for HCOM under Ohio University are 40 feet above grade. She understands that they are exceeding the Code requirements but they are passionate about recognizing the partnership between Ohio University and OhioHealth and want to provide the donor recognition.

Dr. Burke said this was a \$105 million deal and OU has a substantial investment in the campus. He said this is not inconsistent as to what is done on other campuses.

Ms. Umbarger noted the Anatomy Laboratory on the south elevation that faces internally into the campus green. She said this was a fairly small sign at 32 square feet, 10 feet above grade.

Ms. Ray inquired if any of the signs would be illuminated. Ms. Umbarger said they all use the same clear anodized metal.

Ms. Ray summarized for discussion that the north elevation sign for the building at former 7001 Post Road building was 126 square feet; the sign for the south elevation for the same building was 53 square feet; the signs for the east elevation of the building formerly identified as 7003 Post Road were 126 square feet and 53 square feet; and the Anatomy lab sign was 32 square feet.

Ms. Ray inquired about the building-mounted directory signs, and whether they were still proposed in addition to the larger building-mounted signs. Ms. Faires said they would incorporate both, mounted close to the entrance.

Ms. Umbarger interpreted the Code as stating that if the building would be visible from the interstate, and in this case, US 33, then the sign can be larger and reach upwards of 300 square feet.

Mr. Langworthy stated in order for that to apply, they would need to have property frontage on US 33.

Ms. Gilger said the "campus" frontage is on US 33, but not any one building.

Ms. Ray said the Code allows the ART to approve signs at a greater height than Code allows as long as it does not exceed the roofline, based on the specific architecture of the building. Ms. Ray asked if the sign could be moved to another area on each of the buildings where the additional height is requested.

Ms. Umbarger said due to the line of trees on Post Road they need the sign to be visible.

Ms. Ray raised the height issues as they exceed the 15-foot Code requirement. Ms. Gilger noted all the mirrored glass, which hinders other areas available for the signs.

Ms. Umbarger said it was her belief that the sign designs and dimensions best reflect the architecture.

Dr. Burke said currently it is difficult to identify the buildings on campus, and the first class starts on July 7, 2014. He said he is concerned about visibility for the new students to maneuver as they will not have anything on the road indicating where the campus is located, or where they need to go.

Mr. Langworthy reiterated that the ART will make a determination on the height and the Commission will make a determination for the sizes and number of signs.

Ms. Ray said the height and overall design is the focus for the Administrative Review Team, and there are no issues with the color.

Dave Marshall asked how the permits would be handled as sign permits were needed, not building permits, and the approval should be for certificates. He asked Alan Perkins, Fire Marshal, if he had any issues with the address numerals.

Ms. Umbarger said the addresses were not placed on the buildings yet and she had discussed this previously with Mr. Perkins. She said there are temporary numbers in place but the intent was not to have numbers on the buildings while the existing tenants will still be there for the next year, since the address is changing.

Mr. Langworthy asked if there were any further questions or comments.

Barb Cox asked if the rain garden was included with this application and suggested that maybe that be kept separate from the sign proposal.

Jeff Tyler said he had questions about the scale of the signs and the buildings, and how it compares to the size proposed. He referenced some of the examples that the applicant provided on OU's main campus.

Ms. Faires noted the handout that showed the Student Recreation Center and said the proposed signs are about the same size but the proposed signs will be in white to better contrast with the building. Mr. Tyler said he did not see how the small letters used at the other campuses could serve as examples for this proposal. He said he was concerned with the size of the large building-mounted signs, and he was struggling with 18-inch letters. Ms. Faires said OU had used 13-inch letters elsewhere.

Ms. Umbarger said the proposed signs are more modern, as opposed to the Georgian letters used at the Athens campus. Mr. Tyler said he was not opposed to the more modern design proposed but felt they were still too large. He asked if the OhioHealth letters could be scaled down, to which Ms. Umbarger said the applicant would consider.

Mr. Langworthy asked the ART to visit the campus to view it from a distance prior to next week's determination.

Ms. Gilger said she did not think it appeared too large. She said the buildings were really far from Eiterman Road. She asked if the campus secondary signs could be relocated to the side of the doorway on the 7001 Post Road building, and not so high up.

Ms. Umbarger said they looked at that placement, but decided that it looked lopsided. Ms. Faires said with so much glass, there is no good place to move the signs other than where they are shown. Ms. Umbarger said she thought there could be some flexibility with the size.

Dr. Burke asked which signs were so concerning. Mr. Tyler said the level of signage. Ms. Umbarger said the size related to the donor recognition.

Mr. Langworthy said it would be helpful if a graphic was prepared, such as an aerial photo, showing how the signs would be facing in relation to the site plan. He said that more development will be coming to this campus and the ART should be mindful of how the decisions made on this project will affect others that come in later for three or four story buildings or higher and how the ART would make determinations based on the distance from the roads. He suggested that a better Code amendment might be to address the setback. He said that the sign regulations applicable to the West Innovation District would be reviewed after receiving feedback from the Commission.

Mr. Langworthy asked if there were any further comments or questions at this time. [There were none.] He said the target ART determination on the Development Plan, and target recommendation to the Planning and Zoning Commission for the Site Plan is April 17, 2014.

ADMINISTRATIVE

Mr. Langworthy asked if there were any administrative issues or other items for discussion. [There were none.] The meeting was adjourned at 2:55 pm.

Ms. Rauch concluded that the Administrative Review Team recommends approval of the request to the Architectural Review Board with one condition:

- 1) That the plans be revised as part of the building permit set to include a note verifying the existing public water and sewer services will be used and no additional services are required.

Mr. Langworthy asked if there were any questions or comments.

Barb Cox said she will follow up with Franklin County about the ordinance for reducing the street right-of-way but does not anticipate any problems.

Mr. Langworthy asked if there were any further questions or concerns with respect to this application. [There were none.] Mr. Langworthy concluded that the ART recommends approval of the request to the Architectural Review Board with one condition.

INTRODUCTION

2. Ohio University Heritage College of Medicine - Signs

14-025WID-DP/SP

**7001 & 7003 Post Road
Development Plan/Site Plan Review**

Rachel Ray said this is a proposal for a campus identification sign, building-mounted signs, wayfinding signs and on-site directional signs for a college campus, located at the southwest corner of the intersection of Post and Eiterman Roads. She said this is a request for review and recommendation of approval for Development Plan/Site Plan Review in accordance with Zoning Code Sections 153.042(D) and 153.042(E)(7).

Ms. Ray asked the applicant, Teri Umbarger, BHDP Architects, to provide an overview of the request.

Ms. Umbarger said she had submitted a sign package for the Ohio University Heritage College of Medicine (HCOM) portion of the campus only that includes ground, building, and directional signs that are similar to the types of signs that Ohio University uses on their other campuses. She explained that when the applicant had initiated discussions for the campus signs last year with the City, it was determined that the West Innovation District zoning regulations were insufficient to address the unique campus identification needs. She noted that at that time, it was understood that either a Zoning Code amendment or a sign plan would be necessary.

Ms. Umbarger provided an overview of each of the different types of signs requested, including pedestal mounted directional signs, building-mounted pedestrian identification signs, flag-mounted directional signs, post maps, a campus gateway sign, a college monument sign, and exterior building lettering. She said she did not have a master sign plan for the whole campus but what was determined as standard for the HCOM property was intended to be used for future development on the campus.

Ms. Umbarger said the *Pedestal-Mounted Directional* sign is placed along designated pedestrian routes to assist with wayfinding. She said this would be used in the campus green in the center of the site to direct visitors to the three buildings on the site as well as the fourth building that was recently approved. She explained that the proposed materials included black granite for the pedestal with a clear anodized metal face panel and black etched lettering.

Gary Gunderman noted that the Administrative Review Team will need to know the exact dimensions of each of the signs proposed.

Ms. Umbarger asked if the ART needed to approve the signs before the proposal is forwarded to the Planning and Zoning Commission.

Ms. Ray explained that the ART will review the proposed signs based on the Code requirements applicable to signs in this zoning district. She said that any signs that exceed what Code allows will be forwarded to the Commission for review and determination as a Site Plan Review.

Ms. Umbarger said the *Building-Mounted Pedestrian* sign is used to identify the entrances of buildings and is standard at the Athens campus. She explained that similar materials and colors are used, with an aluminum painted "Dartmouth Green" face panel and white lettering.

Ms. Umbarger said the *Flag-Mounted Directional* sign also assists with wayfinding, although these signs would be used in the parking lots. She said the signs including sign posts are eight and a half feet tall.

Ms. Umbarger said the *Double Flag-Mounted Directional* sign may carry up to two informational panels. She said this would be used in the parking lot as well.

Colleen Gilger asked if the "flags" would be stationary, or if they would sway in the wind. Ms. Umbarger said she believed they were stationary, but she would clarify.

Mr. Gunderman asked if the information would be different on each side of the post to which Ms. Umbarger replied yes.

Ms. Umbarger said the *Double Post Map* sign would be used to orient visitors to the campus while they are still in their cars in the parking lots to help them understand where specific buildings are located within the campus.

Ms. Umbarger said the *Campus Gateway* sign will be designed at a later date, once the future roadway configuration is determined by the City. She said this sign is intended to announce the campus, and the actual location of this sign will be determined by the City of Dublin and Ohio University (OU) once the roadway and utility plans are finalized.

Mr. Gunderman asked if the gateway sign would be built now. Ms. Umbarger answered that the sign was not planned to be constructed at this time, but she thought the design would be determined now and built later.

Ms. Umbarger said the *College Monument* sign will reflect the entrance to HCOM specifically, in the middle of the Ohio University Dublin campus. She said there will be a quote from OU on the right side of the monument. She explained this sign is extremely important for the campus to promote marketing and recognition. She understands that the amount and type of text is a consideration.

Ms. Umbarger said some of the signs need to be built now. She said the representatives from OU, Dr. Bill Burke (Dean of the OUHCOM) and Robin Faires, could not attend the ART meeting today but they will be available for future meetings to provide further explanation with respect to the proposed sign plan.

Ms. Umbarger shared slides reflecting the proposed wall mounted signs for 7001 and 7003 Post Road that are intended to be visible from US 33. Ms. Umbarger referred to the site plan and noted where each of the sign types are proposed.

Ms. Umbarger explained that OU had received a donation for the construction of a rain garden on the campus. She said that OU would like to install the rain garden in front of the anatomy lab. She noted that trees have been removed and landscape modified that includes the addition of plantings, grading, and a concrete curb. Ms. Gilger asked if the rain garden would also need a sign. Ms. Umbarger thought a small donor sign or marker would be appropriate, but nothing specific to the sign plan.

Dave Marshall asked if any of the signs would be illuminated. Ms. Umbarger answered the college monument sign would be illuminated and assumed the pedestal signs would be as well. Mr. Gunderman asked if the wall signs would be illuminated with flood lights from the ground.

Barb Cox inquired about the flag poles. Ms. Ray said there are Code requirements for flag poles but no special permits are needed. Ms. Umbarger said flag poles would be moved. Mr. Marshall confirmed the flag poles would not require a building permit but that Building would need to see foundation details.

Jeff Tyler stated the flag poles would be reviewed by Planning and Certificates of Zoning Plan Approval would be required, but the State of Ohio handles the structural review. Mr. Marshall said we would need to know how the poles will be illuminated.

Ms. Umbarger explained that the relocated flag poles were part of the original scope/submission last year, although the work was being done now. She said they are not part of the sign package.

Mr. Tyler was concerned that the sign plan does not address the campus as a whole – only the HCOM.

Ms. Umbarger said that the intent for the HCOM signs is that the designs and character approved for this portion of the campus will be carried through to the rest of the campus.

Claudia Husak emphasized the importance of a master plan for the whole campus. She said it will be difficult to make a case for signs that depart from Code requirements when the future campus identification needs are unknown.

Ms. Umbarger thought that coordination between OU and the City of Dublin would provide a guideline for campus master plans. She emphasized the need for signs sooner rather than later, since HCOM classes begin this July and they want them to feel part of the campus.

Ms. Cox asked if OU was dictating the HCOM signs, and if there was a guiding document that OU uses to develop their wayfinding and sign packages. Ms. Umbarger said she would inquire.

Mr. Gunderman said once they get the smaller signs approved, he did not anticipate trouble with subsequent signs. He said he was more concerned about the wall-mounted signs, including their size and height, and the gateway sign, for which no plans or designs have been submitted.

Mr. Tyler asked if one building-mounted sign is approved, will that dictate what is used for all the other buildings on the campus.

Ms. Umbarger noted that none of the other buildings on OU's other campuses have large building-mounted signs. She said the request for large wall-mounted signs for this project is due to the location of the site near US 33 and OU's and HCOM's desire for recognition and visibility.

Ms. Husak requested a better plan that clearly defines the site boundaries and dimensions for all signs that include the height above grade.

Ms. Ray requested that the proposed rain garden be shown on the site plan in addition to the proposed signs.

Steve Langworthy noted that he had begun to draft revised Zoning Code language for campus signs. He said he had been waiting for OU's sign package for a better understanding of the types of signs that should be addressed as part of the Code amendment.

Ms. Husak inquired about the gateway sign. Ms. Umbarger said it has not yet been designed and is outside of the HCOM scope. Mr. Langworthy offered to include the text for a gateway sign into the Code, if she could provide the size and height dimensions.

Ms. Ray explained that the ART has 28 days to make a determination. Ms. Husak said she would provide Ms. Umbarger with her comments and asked if Robin Faires, the project manager for OU, could be present next Thursday when this case is reviewed further.

Ms. Ray stated that the target ART determination on the Development Plan and target recommendation to the Planning and Zoning Commission for the Site Plan Review is April 24, 2014.

Ms. Umbarger asked when they would go before the Planning and Zoning Commission. Ms. Husak said she would look at the dates and include a timeline as part of her comments.

ADMINISTRATIVE

Mr. Langworthy asked if there were any administrative issues or other items for discussion. [There were none.] The meeting was adjourned at 2:45 pm.



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ADMINISTRATIVE REVIEW TEAM

RECORD OF DETERMINATION

OCTOBER 24, 2013

The Administrative Review Team made the following determination at this meeting:

1. 13-100WID-AP – ID-1 – Ohio University Heritage College Osteopathic Medicine – 7001 Post Road

This is a request for an Administrative Departure to Zoning Code Section 153.039(A)(2)(c) reducing the required minimum side yard setback for buildings less than 17 feet in height from 30 feet to 28 feet. The site is located at the southwest corner of the intersection of Post and Eiterman Roads. This Development Plan Review application is proposed in accordance with Zoning Code Section 153.042(D).

Property Owner: Ohio University

Applicant: Teri Umbarger, BHDP Architects

Planning Contacts: Dan Phillabaum, AICP, RLA, Senior Planner at phillabaum@dublin.oh.us or 614.410.4662

DETERMINATION: To approve this application for an Administrative Departure to Zoning Code Section 153.039(A)(2)(c) because it complies with the appropriate review criteria.

RESULT: This application was approved.

STAFF CERTIFICATION

Gary D. Gunderman
Planning Manager

3. 13-100WID-DP – ID-1 – Ohio University Heritage College of Osteopathic Medicine – 7001 Post Road

Dan Phillabaum said this is a request for an administrative departure to Zoning Code Section 153.039(A)(2)(c) reducing the required minimum side yard setback for buildings less than 17 feet in height from 30 feet to 28 feet. He said the site is located at the southwest corner of the intersection of Post and Eiterman Roads. He said this Development Plan Review application is proposed in accordance with Zoning Code Section 153.042(D)(6).

Mr. Phillabaum stated that the need for this administrative departure was discovered during the site permit review. He said this request is consistent with the types of departures that the ART is permitted to approve, meeting all applicable review criteria. He said that Ohio University owns both the lot on which the building is located as well as the adjacent lot, and a lot combination is expected for the medical building northwest of the anatomy lab which will change site conditions and the setbacks.

Mr. Gunderman asked if the Administrative Review Team members had any questions or comments regarding this proposal. [There were none.] He confirmed the Administrative Review Team approved this Administrative Departure to Zoning Code Section 153.039(A)(2)(c) because it complies with the appropriate review criteria.

Administrative

Mr. Gunderman asked if there were any further items of discussion. There were none. The meeting was adjourned.



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ADMINISTRATIVE REVIEW TEAM

RECORD OF DETERMINATION

OCTOBER 10, 2013

The Administrative Review Team made the following determination at this meeting:

1. 13-100WID-DP – ID-1 – Ohio University Heritage College Osteopathic Medicine – 7001 Post Road

This is a request for architectural modifications to an existing building, including a $\pm 1,000$ square foot expansion and associated site modifications. The site is located at the southwest corner of the intersection of Post and Eiterman Roads. This Development Plan Review application is proposed in accordance with Zoning Code Section 153.042(D).

Property Owner: Ohio University

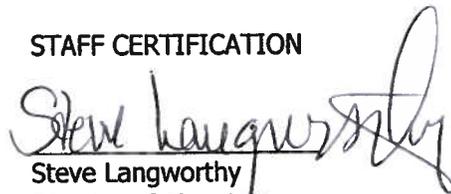
Applicant: Teri Umbarger, BHDP Architects

Planning Contacts: Dan Phillabaum, AICP, RLA, Senior Planner at phillabaum@dublin.oh.us
or 614.410.4662

DETERMINATION: To approve this application with the addition of 3 columnar evergreens along the foundation in the area where the building materials change.

RESULT: This application was approved.

STAFF CERTIFICATION



Steve Langworthy
Director of Planning



**Land Use and Long
Range Planning**

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ADMINISTRATIVE REVIEW TEAM

MEETING MINUTES

OCTOBER 10, 2013

ART Members: Steve Langworthy, Director of Planning; Alan Perkins, Fire Marshal; Ray Harpham, Commercial Plans Examiner; Barb Cox, Engineering Manager; Fred Hahn, Director of Parks and Open Space; Laura Ball, Landscape Architect; and Dave Marshall, Review Services Analyst.

Other Staff: Dan Phillabaum, Senior Planner; Jordan Fromm, Planning Assistant; and Flora Rogers, Administrative Assistant.

Applicants: Teri Umbarger, BHDP Architects.

Steve Langworthy called the meeting to order.

Mr. Langworthy asked if there were any amendments to the October 3, 2013 meeting minutes. [There were none.] The minutes were accepted into the record as presented.

Introductions

None

Determinations

**1. 13-100WID-DP – ID-1 – Ohio University Heritage College of Osteopathic
Medicine – 7001 Post Road**

Dan Phillabaum said this is a request for architectural modifications to an existing building, including a ±1,000 square foot expansion and associated site modifications. He said the site is located at the southwest corner of the intersection of Post and Eiterman Roads. He said this Development Plan Review application is proposed in accordance with Zoning Code Section 153.042(D).

Mr. Phillabaum said this was a straight forward addition to an existing anatomy lab that was part of a comprehensive development plan approved on May 16, 2013 that was formally used as a garage. He said the previous approval created a more prominent entrance at the southeast corner of the building by the addition of a highly transparent storefront system and canopy that wraps the corner. He said the windows were also added along the east and west elevations to increase the amount of natural light entering the lab. He said the northern end of the west elevation has a 14-foot tall mechanical screen wall using the same eight inch dimension split face block material in a banding pattern coordinated with the existing structure. He said the proposed addition is for showers and locker rooms along the west elevation and adjacent to the mechanical screen wall and is proposed to be the same width and height as the screen wall with a flat roof behind a parapet. He said the showers and locker room are to be used by the same student and staff population anticipated with the previous Development Plan approval and would not impact the parking requirement.

Mr. Phillabaum said the comments he received from Engineering were regarding the stormwater and the requested documentation has been accepted by the Engineers. He said the Fire related comments were regarding water connection from Washington Township Fire Department and is being handled by the applicant through the building permit process.

Mr. Phillabaum said that Mark Ford with Ford & Associates Architects has review this proposal and suggested offsetting the plane of the west wall elevation from the plane of the mechanical enclosure by an increment of 8" or 12" to create an edge that will identify each element as a separate volume. He also suggested the horizontal banding comprised of brick soldier coursing that is used on the existing two story building should be used on the new addition across the south and west elevations and terminating at the recommended offset at the north end of the west wall.

Teri Umbarger disagreed with the recommendations of the architectural consultant and stated that the screen wall extension and this addition were intended to be deemphasized from the two-story portion of the building through the change in materials and the use of a flat roof. She said to accommodate the suggested changes they would need to re-engineer the addition, using 12-inch deep block instead of 8-inch to accommodate the brick soldier course detail.

Mr. Langworthy said the Consultant suggestions are a recommendation to the ART and the determination lies with the ART. He asked the ART members to weigh in.

Fred Hahn said he preferred the plan as submitted.

Ray Harpham agreed with Ms. Umbarger noting his preference to not have the addition offset from the mechanical screen wall. He said keeping these additions on the same plane is a logical design premise and in this case he would defer judgment to the original designer.

Alan Perkins said he agreed with Mr. Harpham to accept the design as submitted.

Dave Marshall said he understands the recommendation of the consultant but would agree that making the changes would not provide any value to the project because this portion of the building is not highly visible, and functions as a service area.

Laura Ball said this building does not face the outside of the property and the proposed recommendation of a one-foot offset would not be seen.

Barb Cox said because the screen wall is already using a different application of the materials it made sense to continue this treatment on the addition. She added that it could also be difficult to match the existing brick, due to its age or availability.

Ms. Umbarger agreed with the comments of the ART.

Mr. Phillabaum said that as a structure existing prior to the date of the Innovation Districts amendment, the addition is not required to meet the Architectural Requirements of the Innovation Districts, but to the extent possible shall meet the requirements. To that end he agrees with the recommendations of the consultant as subtle ways to meet the intent of the Architectural Requirements by using higher quality materials and increased visual interest to the

addition. He added that it is the discretion of the ART to accept or reject the recommendations of a consultant.

Ms. Cox suggested adding landscaping in the area where the addition meets the existing structure to soften the change in materials.

Ms. Umbarger said the site plan has a row of trees that separates this structure from the plaza and the view of the addition will be buffered from the campus green and the main entry area of the building. She said they will add foundation planting at the edge of the addition.

Ms. Ball suggested using one to three upright evergreen arborvitaes at the material change edge of the addition.

Ms. Umbarger agreed.

Mr. Langworthy said they can show the foundation planting through the building permit process.

Mr. Langworthy asked if the Administrative Review Team members had any further questions or comments regarding this proposal. [There were none.] He confirmed the Administrative Review Team approved this application as submitted with the addition of upright evergreens along the foundation in the area where the building materials change.

2. 13-102ARTW – Sprint Antenna Co-Location – Dublin Coffman High School – Field Light Pole – 6790 Coffman Road

Jordan Fromm said the site is located on the east side of Coffman Road at the intersection of Emerald Parkway. He said the applicant was unable to attend this meeting but was available by phone if the ART had any questions or concerns that needed to be addressed. He said this is a request for Sprint to remove 6 antenna panels and install 3 new antenna panels and 6 remote radio units on an existing field light pole located on the east side of the Dublin Coffman High School football field, this request also includes the removal of 3 equipment cabinets, addition of 2 new cabinets, and replacement of coaxial cable with 3 new fiber optic cables.

Mr. Fromm said the proposed wireless antennas are designed to be as unobtrusive as possible, with the condition that the existing antenna panels and equipment cabinets be removed within six months following the installation of the new antenna panels and that the applicant select a fiber optic cable color that is designed to be as unobtrusive as possible on the existing field light pole, and that any associated jumper cables or other wiring be trimmed to fit closely to the antenna panels.

Mr. Fromm said the recommendation is approval of this application for wireless communications facility with four conditions:

1. That the applicant select a fiber optic cable color that is designed to be as unobtrusive as possible;
2. That any associated cables are trimmed to fit closely to the panels;
3. That the existing antenna panels and equipment cabinets be removed not more than six months from the date of final inspection; and
4. That the applicant covers any openings left from the removal of the existing cabinets and

Mr. Goodwin explained that said the application meets the review criteria for Minor Project Review, with a recommendation for approval as modified, with the adjustment regarding the window placement to be made prior to building permitting.

Dave Marshall said that the applicant is encouraged to wait for the unified response letter that is being sent by Review Services regarding the current submittal that was recently reviewed.

Mr. Goodwin said part of the comments being provided by Review Services is that the address for this tenant space is actually 6693 Sawmill Road, and that the applicant can respond to the comments and submit directly for a building permit and would not have to resubmit the changes to the ART for further review.

Mr. Gunderman asked if the Administrative Review Team members had any further questions or comments regarding this proposal. [There were none.] He confirmed the Administrative Review Team approved this application.

Introductions

2. 13-102ARTW – Sprint Antenna Co-Location – Dublin Coffman High School – Field Light Pole – 6790 Coffman Road

Jordan Fromm said this is a request for Sprint to remove 6 antenna panels and install 3 new antenna panels and 6 remote radio units on an existing field light pole located on the east side of the Dublin Coffman High School football field, this request also includes the removal of 3 equipment cabinets, addition of 2 new cabinets, and replacement of coaxial cable with 3 new fiber optic cables. He said the site is located on the east side of Coffman Road at the intersection of Emerald Parkway. He said a decision by the Administrative Review Team is required by December 22, 2013.

Rachel Ray said this is school property and if Sprint is planning to remove the cabinets they will be required to restore the pad and the remove old cabinets within six months of installation.

Mr. Gunderman confirmed that there were no further questions regarding this application at this time. He stated that this application would be determined by the ART at their next meeting on October 10, 2013.

Case Review

3. 13-100WID-DP – ID-1 – Ohio University Heritage College of Osteopathic Medicine – 7001 Post Road

Dan Phillabaum said this is a request for architectural modifications to an existing building, including a $\pm 1,000$ square foot expansion and associated site modifications. He said the site is located at the southwest corner of the intersection of Post and Eiterman Roads. He said this Development Plan Review application is proposed in accordance with Zoning Code Section 153.042(D).

Mr. Phillabaum said this was a straight forward addition to an existing building that was originally a garage structure being converted to an anatomy lab under a recent development plan approval. He said the addition will match the split face block material of the existing structure and the mechanical screen wall and will be at the same height as the screen wall with a flat roof and low parapet.

Mr. Phillabaum said that had been trying to get Moody Nolan under contract with the City of Dublin to analyze the proposed exterior architectural modifications, however since he was unable to work out the agreement in time, Mark Ford with Ford & Associates Architects has agreed to review this application. He said the review should be completed for the comment letter being provided for determination by the ART on October 10, 2013.

Mr. Phillabaum showed photos of the existing structure under construction under the previous Development Plan approval. He said there will be one tree removed for the addition but will not need to be replaced since it will be accommodated through the number of additional trees that OU will be planting on site as part of their campus landscaping plan.

Teri Umbarger, BHDP Architects, agreed that the materials will match the existing block of the screen wall.

Mr. Gunderman confirmed that there were no further questions regarding this application at this time. He stated that this application would be determined by the ART at their next meeting on October 10, 2013.

Administrative

Mr. Gunderman asked if there were any further items of discussion. There were none. The meeting was adjourned.

Steve Langworthy confirmed that there were no further questions regarding this application at this time. He stated that this application would be reviewed by the ART at their next meeting on October 3, 2013.

Determinations

None

Case Review

2. 13-100WID-DP – ID-1 – Ohio University Heritage College of Osteopathic Medicine – 7001 Post Road

Dan Phillabaum said this is a request for architectural modifications to an existing building, including a $\pm 1,000$ square foot expansion and associated site modifications. He said the site is located at the southwest corner of the intersection of Post and Eiterman Roads. He said this Development Plan Review application is proposed in accordance with Zoning Code Section 153.042(D).

Mr. Phillabaum said he had not received any comments and reminded the ART that they are not reviewing the interior as part of this application. He said that he is trying to get Moody Nolan under contract with the City of Dublin to analyze the proposed exterior architectural modifications. He said he hopes to have the agreement in place and the review completed for the comment letter being provided to the applicant next week for determination by the ART on October 10, 2013.

Fire Marshall Perkins said he has been working directly with Teri Umbarger, BHDP Architects regarding the fire protection system.

Steve Langworthy confirmed that there were no further questions regarding this application at this time. He stated that this application would be reviewed by the ART at their next meeting on October 3, 2013.

Administrative

Mr. Langworthy asked if there were any further items of discussion. There were none. The meeting was adjourned.



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ADMINISTRATIVE REVIEW TEAM

MEETING MINUTES

SEPTEMBER 19, 2013

ART Members: Steve Langworthy, Director; Gary Gunderman, Planning Manager; Rachel Ray, Planner II; Alan Perkins, Fire Marshal; Dave Marshall, Development Review Specialist; Barb Cox, Engineering Manager; Fred Hahn, Director of Parks and Open Space; Laura Ball, Landscape Architect; and Jeremiah Gracia, Economic Development Administrator.

Other Staff: Dan Phillabaum, Senior Planner; and Jordan Fromm, Planning Assistant.

Applicants: Teri Umbarger, BHDP Architects; Kurt Scmitt, Lincoln Construction; Ross Sanford, Lincoln Construction; John Behal, Behal Architects.

Steve Langworthy called the meeting to order.

Mr. Langworthy asked if there were any amendments to the September 12, 2013 meeting minutes. [There were none.] The minutes were accepted into the record as presented.

Introductions

**1. 13-100WID-DP – ID-1 – Ohio University Heritage College of Osteopathic
Medicine – 7001 Post Road**

Dan Phillabaum said this is a request for architectural modifications to an existing building, including a ±1,000 square foot expansion and associated site modifications. He said the site is located at the southwest corner of the intersection of Post and Eiterman Roads. He said this Development Plan Review application is proposed in accordance with Zoning Code Section 153.042(D).

Mr. Phillabaum said that this application is not changing anything from the previously approved Development Plan for the Ohio University Heritage College of Osteopathic Medicine overall site plan; the application instead addresses the conversion of the existing on-site garage to an anatomy lab with an addition that will contain locker rooms and restrooms.

Mr. Phillabaum explained that the addition to the existing garage will retain the same elevation edge, although the portion of the façade that is the addition will step back approximately six feet from the existing south elevation. He said the addition will carry over the same architectural details from the approved elevations.

Teri Umbarger, BHDP Architects, explained that the Physician Assistant academic program needs to use the anatomy lab space, however; since the Physician Assistant program is different from the Osteopathic Medicine program, they will need separate locker room facilities. She clarified that the approval of this application would allow both programs to use the same anatomy lab. Ms. Umbarger noted that there will not be a change of occupancy load as a result of this proposal.

Mr. Phillabaum said that all improvements in West Innovation District must be reviewed by an architectural consultant, but this would not extend the application review beyond 28 days.

Mr. Phillabaum asked if the existing landscape on the west side of the building where the addition is proposed includes protected trees.

Ms. Umbarger said she did not believe so, but said that she would verify the size and condition of the trees in that area. She noted that many trees and vegetation would be added throughout the site as part of the campus development for the medical school.

Ms. Umbarger noted that water lines are currently being installed and are in the development process, in accordance with the previously approved Development Plan.

Steve Langworthy confirmed that there were no further questions regarding this application at this time. He stated that this application would be reviewed by the ART at their next meeting on September 26, 2013.

Determinations

2. 13-096ARB – BSC Historic Residential District – Request for Demolition – 97 South Riverview Street

Rachel Ray said this is a request for approval of the demolition of an existing residential structure located on the west side of South Riverview Street north of the intersection with Pinney Hill to permit the construction of a new single-family residence. Ms. Ray said this is a request for demolition under the provisions of Zoning Code Section 153.176 and the *Historic Dublin Design Guidelines*.

Ms. Ray clarified that the Administrative Review Team serves in an advisory capacity to the Architectural Review Board with respect to requests for demolition, since recommendations on these types of applications are not within their listed responsibilities.

Ms. Ray noted that an architectural consultant, Todd Parker, reviewed this proposal with respect to the conditions for demolition, and his report is included as an attachment to the ART Report.

Ms. Ray summarized the review criteria for requests for demolition. She said that at least one of two criteria must be met to permit the demolition of a structure in Historic Dublin. She said that the first criterion requires that an economic hardship or unusual and compelling circumstance to must be demonstrated. She said that based on Planning's analysis of the materials that the applicant submitted, the first criterion has not been met.

Ms. Ray said that, since the first criterion has not been met, Zoning Code Section 153.176 outlines four conditions for the demolition of a structure within the Architectural Review District, and for a demolition to be approved, the ARB must determine that at least two of the four conditions are met.

Ms. Ray stated that it was Planning's determination that the first, third, and fourth conditions