



**Land Use and Long
Range Planning**

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ADMINISTRATIVE REVIEW TEAM

MEETING MINUTES

APRIL 3, 2014

ART Members and Designees: Steve Langworthy, Planning Director; Gary Gunderman, Planning Manager; 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; Jeff Tyler, Building Standards Director; and Colleen Gilger, Economic Development Director.

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

Applicants: Bob and Deanna Dyas, property owners (Case 1); and Teri Umbarger, BHDP Architects (Case 2).

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

DETERMINATION

- 1. BSC -HR – Dyas Residence – Architectural and Site Modifications**
14-022ARB-MPR **180 South Riverview Street**
Minor Project Review

Jennifer Rauch said this is a proposal for architectural modifications including new siding, roof, windows, and doors; construction of a 483-square-foot building addition; and site modifications including a new driveway and replacement of an existing deck for a single-family home on the east side of South Riverview Street, north of the intersection with Short Street in Historic Dublin. She said this is a request for review and approval of a Minor Project Review in accordance with Zoning Code Sections 153.066(G) and 153.170 and the *Historic Dublin Design Guidelines*.

Ms. Rauch said this application was reviewed last week and the applicant has updated the site plan and provided an updated survey correctly showing the right-of-way and easements. She stated they have met all of the requirements and are compliant, with no further modifications made to the addition. She said the driveway will be concrete to meet Code requirements and the existing gravel driveway will be removed and replaced with sod.

Ms. Rauch said the revised elevations show that the horizontal Hardieplank siding has been replaced with vertical Hardieplank siding; the water table that matches the chimney will wrap the front and two sides of the home; and the garage door has been changed to a carriage style.

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.