



**Land Use and Long  
Range Planning**

5800 Shier Rings Road  
Dublin, Ohio 43016-1236  
phone 614.410.4600  
fax 614.410.4747  
[www.dublinohiousa.gov](http://www.dublinohiousa.gov)

**ADMINISTRATIVE REVIEW TEAM**

**MEETING MINUTES**

**APRIL 2, 2015**

**ART Members and Designees:** Steve Langworthy, Planning Director; Jeff Tyler, Building Standards Director; Colleen Gilger, Economic Development Director; Alan Perkins, Fire Marshal; Aaron Stanford, Civil Engineer; and Laura Ball, Landscape Architect.

**Other Staff:** Gary Gunderman, Planning Manager; Dave Marshall, Review Services Analyst; Rachel Ray, Planner II; Jenny Rauch, Senior Planner; Joanne Shelly, Urban Designer/Landscape Architect; Tammy Noble-Flading, Senior Planner; Andrew Crozier, Planning Assistant; and Laurie Wright, Staff Assistant.

**Applicants:** Steve Moore, Moore Signs; and June Sedlak Mooney, Studio J (Case 1).

Steve Langworthy called the meeting to order. He asked if there were any amendments to the March 19, 2015, meeting minutes. The minutes were accepted into the record as presented. He asked if there were any amendments to the March 26, 2015, meeting minutes. The minutes were accepted into the record as presented.

**INTRODUCTIONS**

**1. BSD Commercial District – Shoppes at River Ridge – Studio J – Sign  
4505 West Dublin-Granville Road  
15-027MPR Minor Project Review**

Rachel Ray said this is a request for an installation of a new 41.9-square-foot wall sign for a new retail tenant in the Shoppes at River Ridge shopping center on the south side of West Dublin-Granville Road at the intersection with Dale Drive. She said this is a request for review and approval of a Minor Project Review in accordance with Zoning Code Section 153.065(H) and under the provisions of Code Section 153.066.

Ms. Ray presented the site and the new furniture store that occupies the tenant space. She presented the proposed wall sign with an overall height of 15 feet from grade. She presented the proposed sign as it will be seen during daytime/nighttime with dark green channel lettering with teal translucent vinyl to create a teal halo illumination. She said the tenant space is extra wide and the proposed sign appears to meet the size requirements. She said the size will be verified prior to the ART determination next week.

Steve Moore, Moore Signs, said the halo lighting was created to make a distinction from the nail salon sign in the front of the Shoppes at River Ridge. He said the green color of the channel letters coordinate with the awnings that are mossy green with off-white vertical striping. He explained that originally there were four awnings on the façade and the center two were removed to allow for better positioning of the sign and for the top of the "J" to not exceed a height of 15 feet.

Steve Langworthy asked if there will be any damage to the brick façade once the awnings are removed.

Mr. Moore said the awnings were installed with clips and he would only have to fill screw holes to repair the brick façade. He noted that there are two doors on the front façade and the door on the right is the main entrance.

Mr. Langworthy asked if all the awnings should be removed to change the aesthetics of the façade.

By removing all the awnings, Mr. Moore said too much negative space would be opened up.

Laura Ball asked if the awnings were in good shape. Mr. Moore responded they were but needed to be cleaned.

Mr. Langworthy inquired about the type of furniture that will be sold out of this tenant space.

June Mooney answered upper-end furniture with lots of special order work. She explained she is coming from a family business in Cleveland, Ohio, where she has been employed full-time for 38 years.

Joanne Shelly asked if it was possible to have horizontal awnings over the doors, like a sunscreen more so than an awning.

Mr. Tyler said he was concerned about inclement weather since there would no longer be a cover over the door.

Mr. Moore said he had to be careful of a covering that did not slope as the collection of snow and water could become an issue.

Mr. Tyler clarified he inquired about a covering over the entrance for function and not aesthetics.

Tammy Noble-Flading said awnings help designate where people should enter a business.

Mr. Moore said he planned to have a graphic on the right door to which to enter signifying the hours of operation, which would help designate the correct entrance.

To accommodate for the absence of a covering over the entrance, Ms. Mooney said she put a vestibule in the interior of the store at the front entrance.

Mr. Langworthy asked the ART if there were any other questions or comments. [Hearing none.]

Mr. Moore said he was going to be out of town next week when the determination was anticipated. Ms. Ray said she would be sending out a Planning Report that he could respond to via email if he had any questions or issues prior to the scheduled determination on Thursday, April 9, 2015.

**2. BSD Historic Core – Keller Williams – Sign  
15-028ARB-MPR**

**14 South High Street  
Minor Project Review**

Tammy Noble-Flading said this is a request for a replacement of an existing projecting sign with a new 7-square-foot sign. She said the office building is on the east side of South High Street, south of Bridge Street. She said this is a request for review and recommendation of approval to the Architectural Review Board for a Minor Project Review under the provisions of Zoning Code Section 153.066(G).

Ms. Noble-Flading presented the proposed projecting sign for the Keller Williams real estate office. She said the applicant plans to use the existing scroll metal brackets to hang the sign but it will be repositioned, 12 inches above the current position. She described the sign created in the shape of a house, with a raised border, text, and logo created by the client. She said most of the text is in black, which will match the logo and border, but the letters "kW" are in red. The background color she said was white.

Ms. Noble-Flading said the proposed sign meets height and size requirements.

Colleen Gilger said there is a lot of information on the 7-square-foot sign, making it appear congested.

Joanne Shelly asked if the text "The Close Connection" could be placed on a separate panel below the main sign. She asked why the sign was not being raised to the highest height permitted of 15 feet.

Rachel Ray said the sign is not permitted to extend above the sill of the second floor windows.

The consensus of the ART was that more information was needed about the relationship of the two companies (Keller Williams and The Close Connection) because if the sign text is divided into two panels, it may appear that there are two separate businesses at this location.

Ms. Noble-Flading said it was probably ok to separate because the relationship was not tied legally and that "The Close Connection" could just be considered a tag line.

Ms. Gilger noted the three different fonts used on the sign.

Ms. Shelly indicated there were too many different fonts and two secondary images appearing like logos.

Steve Langworthy cautioned the ART as to what may be suggested versus what is required.

Jennifer Rauch confirmed that the ART recommended that the sign be simplified.

Mr. Langworthy said two signs are permitted for this tenant space. He suggested the possibility of putting a graphic on the window that reads "The Close Connection" while removing it from the proposed projecting sign.

Laura Ball suggested placing "The Close Connection" on the lower edge of the awnings and keeping "Keller Williams Consultants Realty" only on the projecting sign.

Ms. Noble-Flading said that had been suggested to the applicant but they were not in favor of that approach.

Mr. Langworthy agreed the proposed projecting sign is busy but it is meant to be seen by pedestrians and not vehicular traffic.

Ms. Gilger inquired about the rationale of the applicant behind the sign height.

Ms. Rauch indicated there could be a condition stipulating the bottom of the bracket cannot be higher than the second story window sills.

Ms. Ball confirmed that the proposed sign was comprised of wood.

Ms. Shelly asked if the sign would be illuminated.

Ms. Noble-Flading noted the existing pair of lights on either side of the sign that are mounted to the side of the building to illuminate the sign from both sides.

Ms. Noble-Flading asked the ART which font they would recommend the applicant consider.

Aaron Stanford asked if the projecting sign encroached into the right-of-way.

Ms. Rauch answered the sign must not have, and explained that the original sign from a previous tenant had been approved by the Architectural Review Board within the last year.

Mr. Stanford said he would check the history on the previous sign.

Mr. Langworthy asked the ART if there were any other questions or comments. [Hearing none.] He stated that a recommendation to the Architectural Review Board was scheduled for the April 9, 2015, Administrative Review Team meeting.

**ADMINISTRATIVE**

Mr. Langworthy asked if there were any additional administrative issues or other items for discussion. [There were none.]

Mr. Langworthy adjourned the meeting at 2:25 pm.