



## ADMINISTRATIVE REVIEW TEAM

### MEETING MINUTES

JUNE 18, 2015

**ART Members and Designees:** Steve Langworthy, Planning Director; Jeff Tyler, Building Standards Director; Alan Perkins, Fire Marshal; Fred Hahn, Director of Parks and Open Space; and Aaron Stanford, Senior Civil Engineer.

**Other Staff:** Rachel Ray, Planner II; Jennifer Rauch, Senior Planner; Nicki Martin, Planning Assistant; and Laurie Wright, Staff Assistant.

**Applicants:** Kurt Dehner, The Sisters Sweet Shoppe; and Laura Krpata (Case 1).

Steve Langworthy called the meeting to order. He asked if there were any amendments to the June 11, 2015, meeting minutes. The minutes were accepted into the record as presented.

#### DETERMINATIONS

1. **BSD Historic Core District – The Sisters Sweet Shoppe – Signs**

**15-056ARB-MPR**

**55 West Bridge Street  
Minor Project Review**

Nicki Martin said this is a request for the installation of new signs and architectural modifications for an existing multiple-tenant building on the south side of West Bridge Street, east of the intersection with Franklin Street. She said the proposal includes a new awning on the north elevation and new paint for the entrances on the north and east facades as well as paint for the windows on the ground-story of the north façade. She said the proposal is also for two projecting signs, two window signs on entrances, two transom-window signs, and an awning sign. She said this is a request for review and of approval of a Minor Project Review and Master Sign Plan under the provisions of Zoning Code Sections 153.065, 153.066 and 153.170, and the *Historic Dublin Design Guidelines*.

Ms. Martin said the applicant has moved across the street to Town Center II, next to La Chatelaine on West Bridge Street and presented the aerial view of the site.

Ms. Martin explained the **Minor Project Review** portion of this application includes the following:

#### North Elevation

- Awning cover
- Exterior Paint
  - Primary entrance
  - Ground story windows below transoms

Ms. Martin said the applicant is coordinating the teal color on both doors as well as the ground story windows below the transoms.

#### East Elevation

- Exterior Paint
  - Secondary entrance

Ms. Martin explained the **Master Sign Plan** portion of this application includes the following:

North Elevation

- Projecting sign
- Window sign
- Awning sign

(Only two signs are permitted without MSP)

East Elevation

- Projecting sign
- Window signs (3)

(Only one sign is permitted without MSP)

Ms. Martin explained a Master Sign Plan is appropriate to allow for greater creativity and signs that are architecturally integrated, but not signs that are simply larger or greater in number. She said Planning and Building Standards support this application having a combination of different building-mounted sign types that are visible from a variety of locations, given the historic style of this multiple-tenant building.

Ms. Martin said projecting signs meet the permitted size and type but Planning is requesting that they be dimensionally routed for historic character and they are allowing the signs to be farther than six feet from the door for better architectural integration and visibility. She said Planning is recommending the window sign be permitted on the north façade once it is reduced in size to meet 20% of the window area. She said eliminating the awning sign is recommended as the projecting sign and window signs will provide the best business identification from multiple locations.

Ms. Martin said the projecting sign is recommended on the east façade, smaller in size than what is proposed for the front, because it provides the best identification from the sidewalk along West Bridge Street and the public parking lot to the rear of the building. She added the transom window signs are recommended because they are architecturally integrated and are appropriate to the historic style of the building. She said the window sign on the secondary public entrance should be reduced in size to meet the provision for a business identification sign, which is one-square-foot in area and consists of one low-chroma color.

Ms. Martin said approval is recommended to the Architectural Review Board of this request for a Minor Project Review with the following condition:

- 1) That the applicant provide a paint sample for the door and window trim to Planning within 30 days of approval of this application.

Ms. Martin said approval is recommended to the Architectural Review Board of this request for a Master Sign Plan to permit the two additional signs located in the transom windows on the east elevation and the two projecting signs to exceed the requirement to be located within six feet of the entrance with five conditions:

- 1) That a paint sample for the projecting sign is provided along with an updated Master Sign Plan package, prior to sign permitting, subject to approval by Planning;
- 2) That the awing sign be eliminated to meet the permitted number of signs on the primary facade of the building;
- 3) That the window sign on the north elevation be reduced in size to 20% of the window area;
- 4) That the window sign on the north elevation be reduced in size to one-square-foot with one low-chroma color to meet the provision for a business identification sign;

- 5) That the projecting signs are dimensionally routed and the mounting hardware is consistent with existing mounting fixtures used for the multi-tenant building.

Kurt Dehner, The Sisters Sweet Shoppe, asked what documentation was needed for the mounting fixtures.

Ms. Martin said nothing had to be provided if the applicant planned to use the same fixtures. Mr. Dehner said they plan to use the existing fixtures and asked if he had to provide an existing arm sample. Ms. Martin answered just a teal color sample is requested.

Mr. Dehner said the awning is not the same teal color and presented the color choices.

Jeff Tyler said the colors must be consistent throughout the structure and coordinate with the green and cream on the existing building. He clarified the colors did not have to be an exact match; however the differences should not be apparent.

Laura Krpata said the applicant would submit coordinated colors. She explained the awning color was selected to integrate into the façade of hunter green and the color for the door graphics was more of a modern color.

Mr. Tyler said it seems the applicant is meeting the intent of the Code.

Ms. Krpata said since there have not been any projecting signs on the east elevation, she would verify the match of brackets to those used on the north elevation.

Mr. Dehner said they did not want to change the standard corporate logo color and are doing their best to coordinate the colors to be in compliance.

Mr. Langworthy indicated there was enough space between the various signs that any minor differences in color would not be noticed.

Jenny Rauch said she is concerned if there are four different colors but if the applicant can show them all coordinated, she said it should be fine.

Ms. Krpata asked for clarification on what is needed for submission in preparation for the ARB.

Ms. Rauch said to submit actual paint color samples being used as colors can vary greatly when only viewed electronically.

Fred Hahn confirmed the signs would be made of wood.

Mr. Dehner added it is a grayed-out wood color. Ms. Krpata explained a light gray stain will be used so the grain of the wood will show through.

Mr. Langworthy explained the reason for requesting routing for the signs was to bring more depth and character to the signs.

Mr. Dehner said his main concern was losing the ability to tell people what they are on the awning. He said added text would be done in good taste and the awning without a sign exists now.

Mr. Langworthy brought up the issues with the awnings from applications in the past presented to the ARB. He stated the ARB does not like to see products advertised on awnings. However, he stated he did like the products listed on the transom windows.

Mr. Dehner asked about possible options so he could keep his awning that currently has the logo in the middle and the descriptive words on both sides. He indicated they would not use the tag line "Making Life Sweeter".

Ms. Martin said the proposed awning sign is 6.12 square feet and 20% of the cumulative surface area of the window or a maximum of 8 square feet is permitted.

Various options were discussed.

Mr. Hahn requested more information about the past applicant's awning issues. Ms. Martin explained the ARB had issues with adding text to awnings that had stripes.

Ms. Rauch said the ART makes a recommendation to the ARB but the applicant is still entitled to bring their original submission forward to the ARB without the changes recommended by the ART.

Mr. Dehner indicated he wanted to grow this business and be successful with it. He explained that a large percentage of his client base was fairly old and they purchase many of the fruit cakes. He said he wants to comply with what is important to Dublin but would like some flexibility to represent his business well, especially getting the word out to people new to the area. He indicated this was a good compromise.

More options were discussed.

Mr. Tyler suggested adding words on the north ground-story windows just above the sill that would coordinate with the east elevation.

Ms. Rauch then suggested reducing the window sign to one square foot on the north elevation.

Mr. Dehner said he could eliminate the projecting signs because they do not do very much for visibility but understands the need for the signs to be in character of the district.

Steve Langworthy said ultimately, the projecting signs will help the business. He indicated Franklin Street will be extended in the future and a stop light will be placed there. Therefore, he said the stopped cars would see the projecting signs at that intersection.

Ms. Krpata suggested removing the graphics on the awning, move the product names to the windows, and keeping the window sign to the size of 20% of the cumulative surface area.

Mr. Tyler said a Master Sign Plan provides for a little bit of latitude. He suggested an awning without a sign and moving the graphics to the ground-story windows just above the sill on both sides of the front door.

Mr. Dehner asked Ms. Krpata what she thought about this revised approach. Ms. Krpata was supportive.

Mr. Dehner indicated this was not the best proposal from his standpoint but a good compromise.

Mr. Langworthy asked the ART if there were any issues on the east elevation. [There were none.]

Mr. Dehner asked if strings of lights were permitted on the patio on the side for lighting purposes, just like many of the businesses surrounding his.

Ms. Krpata added the lights would be in the trees.

Mr. Langworthy confirmed the lights were permitted if used strictly for lighting and not advertising in any way.

Mr. Tyler asked if the hours of operation were going to change.

Mr. Dehner said they would be open 10 am – 8 pm Monday through Thursday; 10 am – 10 pm on Fridays and Saturdays; and closed Sundays.

Ms. Rauch indicated the patio is not part of this application as it does not require approval.

Ms. Martin asked the ART if there were any exterior paint issues. [There were none.]

Ms. Martin reiterated that approval is recommended for the Minor Project Review with the following condition:

- 1) That the applicant provide a paint sample for the door and window trim to Planning within 30 days of approval of this application.

Ms. Martin said approval is recommended to the Architectural Review Board of this request for a Master Sign Plan to permit the two additional signs located in the transom windows on the east elevation and the two projecting signs to exceed the requirement to be located within six feet of the entrance with the following revised six conditions:

- 1) That a paint sample for the projecting sign is provided along with an updated Master Sign Plan package, prior to sign permitting, subject to approval by Planning;
- 2) That the awing sign be eliminated to meet the permitted number of signs on the primary facade of the building;
- 3) That the window sign on the north elevation be reduced in size to 20% of the window area;
- 4) That the window sign on the east elevation be reduced in size to one-square-foot and one low-chroma color to meet the provision for a business identification sign;
- 5) That the projecting signs are dimensionally routed and the mounting hardware is consistent with existing mounting fixtures used for the multi-tenant building; and
- 6) That the two additional window signs on the north elevation meet the Code requirements for window sign area.

Mr. Langworthy asked what would be provided to the ARB for their determination next Wednesday.

The submission logistics were discussed.

Mr. Langworthy asked the ART if there were any further questions or concerns regarding this application. [There were none.] He confirmed that a recommendation of approval will be forwarded to the ARB for their meeting on June 24, 2015, for both the Minor Project Review (with one condition) and the Master Sign Plan (with six conditions).

**2. BSD Indian Run Neighborhood District – OCLC**

**Kilgour Building Entrance Improvements  
6565 Kilgour Place  
Minor Project Review**

**15-057MPR**

Rachel Ray said this is a request to refurbish the visitor and employee entrances on the north and east sides of the existing office building located north of Post Road in the BSD Indian Run Neighborhood District. She said the proposal includes a request to add a new decorative structural steel canopy at the main entrance of the facility, install new canopy light fixtures, structural steel components, concrete footers, roofing, and finish surrounds. She said this is a request for review and approval of a Minor Project Review under the provisions of Zoning Code Section 153.066(G).

Ms. Ray reported the applicant was not present and there have been no changes since the introduction on June 11, 2015.

Ms. Ray presented an aerial photo of the site and noted the main entrance location of the new canopy and curtainwall on the north elevation as well as the second location of a new curtainwall on the east elevation.

Ms. Ray said approval is recommended for Minor Project Review with the following condition:

- 1) That the applicant verify that the proposed rooftop mechanical screens meet the Code requirement for height at building permitting.

Several members of the Art said they really liked the new design.

Steve Langworthy asked the ART if there were any questions or comments regarding this application. [There were none.] He confirmed the ART's approval of the Minor Project Review with one condition.

**ADMINISTRATIVE**

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

Mr. Langworthy adjourned the meeting at 2:48 pm.