



ADMINISTRATIVE REVIEW TEAM

MEETING MINUTES

JUNE 4, 2015

ART Members and Designees: Gary Gunderman, Planning Manager; Jeff Tyler, Building Standards Director; Alan Perkins, Fire Marshal; Aaron Stanford, Civil Engineer; and Colleen Gilger, Director of Economic Development.

Other Staff: Rachel Ray, Planner II; Jennifer Rauch, Senior Planner; Joanne Shelly, Urban Designer/Landscape Architect; Tammy Noble-Flading, Senior Planner; Laura Ball, Landscape Architect; Katie Dodaro, Planning Assistant; and Flora Rogers, Administrative Assistant.

Applicants: Russ Hunter, Crawford Hoying Development Partners (Cases 1 and 5); James Peltier, EMH&T (Cases 2, 3 and 5); Jack Vos, Universal Sign Systems (Case 4); Teri Umbarger, Moody Nolan (Case 5); John Woods, MKSK (Case 5); Thomas Raabe, Ohio University (Case 6); Linda Menerey, EMH&T (Case 6); and Ben Farrell, EMH&T (Case 6).

Gary Gunderman called the meeting to order. He asked if there were any amendments to the May 28, 2015 meeting minutes. The minutes were accepted into the record as presented.

DETERMINATIONS

- 1. BSD Scioto River Neighborhood District – Bridge Park – C Block,
Phase 2 Mass Excavation
Riverside Drive and Dale Drive
Minor Project Review
15-048MPR**

Rachel Ray said this is a request for site modifications including grading and excavation to prepare for future development east of Riverside Drive 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 153.066(G).

Ms. Ray said this is a determination and is primarily an engineering review to continue preparing a site for development, following approval of the first phase of mass excavation in November 2014. She stated this proposal is for the second phase of site preparation, primarily for the properties now under the developer's site control for the future right-of-way for Bridge Park Avenue and buildings C2 and C3. She said the proposal includes required plans for stormwater and erosion control as part of this activity. She explained this proposal does not permit construction of roadways, concrete building pads, building foundations, or any other project-specific development components. She asked Mr. Stanford to provide an overview of Engineering's comments and conditions.

Aaron Stanford explained the three conditions and said they are requesting a pre-construction meeting with the applicant's team and Staff to talk about the expectations before the applicant can start work onsite.

Ms. Ray said approval is recommended for this Minor Project Review with three conditions:

- 1) That the permit (Site-Only Permit) plans demonstrate compliance with the requirements of the Ohio EPA and Section 53.300 of the Dublin Codified Ordinances regarding erosion and sediment control;

- 2) That the applicant will obtain all required permits prior to beginning work not limited to a Mass Excavation permit, Demolition Permit and any other approvals from the Ohio EPA required to perform this work; and
- 3) That the applicant and applicable contractors will attend a preconstruction meeting with City Staff prior to beginning any earth moving work.

Gary Gunderman asked the ART if there were any questions or concerns regarding this application. [There were none.] He confirmed the ART's approval for Minor Project Review with three conditions.

2. BSD Sawmill Center Neighborhood District – Park and Ride
15-049MPR/CU **6801 and 6851 Village Parkway**
Minor Project Review/Conditional Use

Jennifer Rauch said this is a request for site improvements, including building demolition, and review of a temporary public park and ride. She said the site is on the west side of Village Parkway, north of the intersection with Cooperstone Drive. She said this is a request for review and approval of a Minor Project Review under the provisions of Zoning Code Section 153.066 and review and recommendation of approval to the Planning and Zoning Commission of a Conditional Use under the provisions of Zoning Code Sections 153.066 and 153.236.

Ms. Rauch said this is a temporary park and ride with off-street parking spaces, a bus shelter and crosswalk, and associated site improvements using the existing parking lot north and south portions of the vacant Byers car dealership site. She said the park and ride will occupy the site in two phases and is intended to be in use for a maximum of 12 months. She said Phase 1 will include: 99 parking spaces; main and secondary entrances along Village Parkway; ADA spaces and ramp access to the shelter; site and landscape maintenance; lighting; installation of security cameras; bus shelter and crosswalk; re-facing of the existing ground sign; and demolition of the existing buildings.

Ms. Rauch said Phase 2 will include parking in the southern portion only with additional parking spaces.

Ms. Rauch said approval is recommended for this Minor Project Review with two conditions:

- 1) The final crosswalk details should be reviewed with the Dublin Engineering Staff and refined as required by the Dublin City Engineer; and
- 2) The crosswalk should include an actuated pedestrian crossing LED warning system and any necessary signing and pavement markings.

Ms. Rauch said approval is recommended to the Planning and Zoning Commission of this request for Conditional Use Review with no conditions.

Aaron Stanford stated grading will need to be provided for the modifications for the ADA spaces and the proposed ramp to Village Parkway. He also suggested a sidewalk be provided on the north side of the ADA spaces to provide integrated access. He asked if there will be signs directing passengers across the street.

James Peltier, EMH&T, said he will investigate this with COTA. Ms. Rauch said COTA has a comprehensive means of communicating with the users and the changes proposed.

Mr. Stanford said COTA passengers will not be permitted to utilize the movie theater parking areas.

Gary Gunderman asked the ART if there were any questions or concerns regarding this application. [There were none.] He confirmed the ART's approval for Minor Project Review with two conditions and stated that a recommendation of approval will be forwarded to the PZC for the Conditional Use for their meeting on June 11, 2015.

**3. BSD Scioto River Neighborhood District – Park and Ride Dale Drive
15-050MPR/CU Minor Project Review/Conditional Use**

Jennifer Rauch said this is a request for site improvements and a Conditional Use Review to permit the use of a public park and ride. She said the site is on the east side of Dale Drive, north of the intersection with West Dublin Granville Road. She said this is a request for review and approval of a Minor Project Review under the provisions of Zoning Code Section 153.065 and review and recommendation of approval to the Planning and Zoning Commission of a Conditional Use under the provisions of Zoning Code Sections 153.066 and 153.236. She said this is the long-term facility, whereas the previous application is for a temporary park and ride until this new facility is constructed and ready for use.

Ms. Rauch said access to the site is provided at the southeast corner along the private drive located along the southern property line. She said the park and ride includes 85 parking spaces with associated landscaping, lighting, and security cameras. She said a bus shelter is located along the northwest side of the site along Dale Drive to allow bus stacking and passenger boarding and alighting in the right-of-way. She said the proposed stormwater is located in underground detention.

Mr. Gunderman confirmed the proposed retaining wall is located behind the sidewalk.

Ms. Rauch said the shelter does not encroach into the right-of-way and can be approved by the Planning and Zoning Commission as part of the Conditional Use. She said there are utilities that interfere with the sign location, which will require the sign to be moved. She said Planning and Zoning Commission will be asked to approve the sign within the required 8-foot setback with the Conditional use. She said the sign dimensional requirements will comply with Code.

James Peltier, EMH&T, said COTA has requested the sign be moved around the corner along Dale Drive away from the existing utility easement.

Ms. Rauch said a detailed landscape plan; a complete tree survey, tree removal, and tree replacement plan; and a detailed stormwater management plan will need to be provided.

Ms. Rauch said approval is recommended to the Planning and Zoning Commission of a Waiver request to Zoning Code Section 153.065(D)(5)(c) to permit reduced parking lot interior tree lawn dimensions.

Ms. Rauch said approval is recommended for Minor Project Review with six conditions:

- 1) The final landscape plan details, including a detail of the proposed retaining wall will be reviewed and approved with the building permit;
- 2) A complete tree survey, removal and replacement plan will be required prior to the submission of building permits;
- 3) Sign details that meet Code and are consistent with the typical sign example will be required with the sign permit submission;
- 4) A revised sign location and orientation needs to be determined to avoid conflicts with the existing utilities, subject to approval by Planning and Engineering;
- 5) A detailed stormwater management plan will be required with the building permit submission; and

- 6) Additional information will need to be provided regarding grading and lighting, as outlined in the report, subject to approval by Engineering.

Ms. Rauch said approval is recommended to the Planning and Zoning Commission of this request for Conditional Use Review with the modifications to the Zoning Code requirements for setbacks for the shelter and sign locations.

Gary Gunderman asked the ART if there were any questions or concerns regarding this application. [There were none.] He stated that a recommendation of approval will be forwarded to the PZC for a Waiver request; confirmed the ART's approval for Minor Project Review with six conditions; and stated that a recommendation of approval will be forwarded to the PZC for Conditional Use for their meeting on June 11, 2015.

INTRODUCTIONS

4. BSD Office District – Gordon Food Services – Signs 3901 W. Dublin-Granville Road 15-051MPR Minor Project Review

Katie Dodaro, Planning Assistant, said this is a request for installation of a new wall sign and replacement of two existing ground signs for a retail tenant at the southwest corner of the intersection of West Dublin-Granville Road and Dublin Center Drive. 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. Dodaro said the wall sign options are proposed on the front or side of the existing building at a height of 15 feet, which meets Code.

Jack Vos, Universal Sign Systems, said they have revised the option for the sign facing SR161 to 42 square feet, which is based on the length of the front of the building, while the option showing the sign on the side of the building is 34 square feet. He explained that they originally had placed the larger sign on the corner of the building, which would require a much smaller sign, but after Planning Staff brought this to his attention, he prepared these two options for his client's consideration. He said the client has not yet identified which option they prefer. In terms of the sign design, he said the sign has an opaque background with raised letters that are lit only on the faces of the letters.

Mr. Vos said the refaced ground sign in front of the building is also a white opaque background with just the face of the letters illuminated. He said the side ground sign is being replaced with the exact same construction within the existing 8-foot setback.

Ms. Ray said they will need the applicant to determine which signs are preferred by Monday prior to the report distribution next Wednesday.

Mr. Tyler said to make sure the electrical UL is listed for this type of use.

Mr. Vos said they will have UL stickers and the refaced sign will have an LED system and will also be UL listed.

Gary Gunderman asked the ART if there were any further questions or concerns regarding this application. [There were none.] He said the target date for ART's determination is next week.

**5. BSD Scioto River Neighborhood District – Bridge Park – Phase 2 (B Block)
Riverside Drive and Dale Drive
15-052DP-BSD/SP-BSD/CU Development Plan/Site Plan/Conditional Use Reviews**

Joanne Shelly said this is a request for the second phase of a new mixed-use development, including four buildings containing 213 dwelling units, 61,800 square feet of office uses, 36,000 square feet of eating and drinking uses, and an 849-space parking structure on a 4.17-acre site. She said the proposal includes three new public streets, two blocks of development, and pocket parks and open spaces with the use of additional space being calculated from the riverfront park to meet the open space requirement. She said the site is on the east side of Riverside Drive, south of the intersection of (future) Bridge Park Avenue. She said this is a request for review and recommendation of approval to the Planning and Zoning Commission for this application for Development Plan and Site Plan Reviews under the provisions of Zoning Code Section 153.066(E)-(F).

Ms. Shelly asked the applicants to identify a single contact person for this application.

Russ Hunter, Crawford Hoying Development Partners, said the contact person is Brian Quackenbush with EMH&T.

Ms. Shelly said the application submittal seems to be fairly complete and will be forwarding comments soon.

Rachel Ray asked if the applicant had incorporated the Planning and Zoning Commission's comments from the C Block review, since some of the architectural comments will likely apply to this block as well.

Teri Umbarger, Moody Nolan, said they did make changes to building materials based on comments and incorporated metal panels to the penthouses and topped buildings B1 and B2 with a green screen as well, which is what they are proposing to use on the penthouse on building C3. She said they submitted a summary of the Waivers that are being requested.

Gary Gunderman asked the ART if there were any further questions or concerns regarding this application. [There were none.] He said the target date for ART's recommendation to the Planning and Zoning Commission is July 2, 2015, for the PZC meeting on July 9, 2015.

PRE-APPLICATION

**6. Ohio University Heritage College of Medicine – Parking Lot Expansion
6775 Bobcat Way
Pre-Application Review**

Jennifer Rauch said this is a request for informal review and feedback on a 227-space parking lot expansion for the Ohio University Heritage College of Osteopathic Medicine located south of Post Road on the east side of Bobcat Way. She said this is pre-application review is prior to the submission of a formal application for a project in the West Innovation District.

Linda Menerey, EMH&T, introduced Thomas Raabe with Ohio University and Ben Farrell with EMH&T.

Mr. Raabe said when the new building was proposed, they did not have all of the space occupied in this building. He said they now know that Columbus State will be occupying the third floor. He said Ohio University's parking ratio is 4.6 spaces per 1,000 square feet, and Columbus State's ratio is over 7 spaces per 1,000 square feet, resulting in the need for an additional 200-plus spaces. He said they are proposing 227 spaces with this new layout. He said their Master Planner has seen the design and

approved the short-term location for completion this fall, and that this layout is a temporary solution but necessary prior to the completion of their campus Master Plan. He said that Columbus State anticipates approximately 1,200 cars per day and will need to have this parking in place.

Mr. Tyler asked if they are considering all parking needs with the completion of the second building with the different occupants on each of the floors.

Mr. Raabe said they do not anticipate a need for any additional parking for this building. He said as they are working on completing the campus-wide Master Plan, it will include structured parking to be constructed in the location of some of the existing surface parking areas.

Colleen Gilger said the impression is that the next building construction will require a parking garage.

Ms. Shelly asked for the estimated walking distance from the new lot. Mr. Raabe answered it takes approximately four minutes to walk from the furthest spaces.

Ms. Shelly asked that they consider stormwater solutions with the use of pavers, temporary or permanent paving.

Ms. Menerey said they have not done stormwater calculations as of yet and had planned to use permanent paving in the parking expansion area.

Mr. Gunderman asked if the temporary lot would connect to the roadway. Ms. Menerey said the roadway is not constructed in this area, and terminates just south of the existing parking lot access point. She said the parking lot expansion area will be accessed through the existing lots.

Mr. Tyler asked if there are evening classes anticipated, and if so, if there will be a lighting plan for the parking areas.

Mr. Raabe said they anticipate graduate students to be on campus later in the evenings, and Columbus State will have Saturday programs.

Ms. Menerey said lighting would be included with pedestrian connections and landscape plans to come with the formal submittal. She stated the applicant's objective is to meet as many of the Code requirements as possible to limit this to an ART review. She asked if the new parking lot needed full landscape screening, since it is possible that it would have to be removed with future development and/or the Master Parking Plan.

Ms. Shelly suggested that the applicant avoid planting trees and to use a suitable ground cover.

Ms. Ray said to make the area more naturalized in appearance, consistent with the West Innovation District design recommendations.

Ms. Menerey suggested ornamental grasses and noted that there is mounding with a row of oak trees in the area.

Mr. Stanford recommended the applicant make sure the stormwater calculations are submitted with the formal application.

Mr. Tyler said the ADA compliant spaces should be included in the expansion lot as well.

Ms. Shelly asked that the application layout show outlines of future building footprints.

Ms. Menerey said they are planning to start construction drawings in the next few days.

Gary Gunderman asked the ART if there were any further questions or concerns regarding this application. [There were none.] He restated that this is a pre-application review and he would look forward to seeing a formal application sometime in the near future.

ADMINISTRATIVE

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

Mr. Gunderman adjourned the meeting at 3:00 p.m.