



## ADMINISTRATIVE REVIEW TEAM

### MEETING MINUTES

**MAY 26, 2016**

**ART Members and Designees:** Jeff Tyler, Building Standards Director; Aaron Stanford, Senior Civil Engineer; Mike Altomare, Deputy Fire Marshall; Donna Goss, Director of Development; and Matt Earman, Director of Parks and Recreation.

**Other Staff:** Jennifer Rauch, Planning Manager; Claudia Husak, Senior Planner; Lori Burchett, Planner II; JM Rayburn, Planner I; Logan Stang, Planner I; and Flora Rogers, Administrative Support III.

**Applicants:** Chris Meyers, Meyers + Associates Architecture; Matt Dunlap, Charles Penzone; and Bonnie Kyle, Chute Gerdeman (Case 1).

Jennifer Rauch called the meeting to order at 2:02 pm. She asked if there were any amendments to the May 19, 2016, meeting minutes. The minutes were accepted into the record as presented.

Ms. Rauch said they will begin to identify any minor modifications that were administratively approved throughout the week at the beginning of each meeting. She said there were two listed on today's agenda; the first was the installation of a roof platform for Harvest Pizza to access and service the exhaust vents, this was required per the Ohio Building Code. She said the second was a roof material change for Lowe's that is required since the original product is no longer manufactured. She said this will be identical to the existing roof.

#### CASE REVIEW

**1. BSD SCN - Charles Penzone Salons  
16-015BPR**

**6671 Village Parkway  
Basic Plan Review**

Lori Burchett said this is a request for the construction of a 12,000-square-foot building and associated site improvements for a salon on the west side of Village Parkway at the roundabout with Shamrock Crossing. She said this is a request for review and recommendation of approval to the Planning and Zoning Commission for a Basic Plan Review under the provisions of Zoning Code §153.066.

Ms. Burchett explained that they filed in March, went for an Informal Review by the Planning and Zoning Commission in May, and are present for review of the revisions made to the original submittal.

Ms. Burchett presented the revised site plan indicating that 13 parking spaces were removed, changes to the orientation of the rear parking area, and the increased pocket plaza. She said if they show the future neighborhood street then they will meet the requirements for the street network map and block length requirements.

Ms. Burchett said there are revisions to roof types, building materials, the front entrance feature, and that the transparency standards are being met. She showed previous floor plans and indicated that the revised is similar to the original with slight changes to the mezzanine level. She said the applicant has submitted more details on the parking request with information to support the need for the increased parking.

Chris Meyers, Meyers + Associates Architecture, said there were Waivers that have been met from the first submission. He said that the Planning and Zoning Commission seemed supportive of the frontage of the property as a Waiver and the two story appearance. He said they are producing a nice project and have yielded a refinement of the original plan.

Jeff Tyler said that any recommendation that is made will not include sign approvals.

Mr. Meyers said they did not include signage with the first submittal because of a corporate re-branding and they will come back separately for that review.

Ms. Rauch said there are a number of things that are determined and finalized with the Site Plan Review approvals.

Claudia Husak said the applicant can include outstanding details into the final submission and be reviewed together with the final review of the Site Plan.

Ms. Husak asked about the window glazing with respect to heat control and lighting.

Bonnie Kyle, Chute Gerdeman, said they will most likely have some glazing to meet the 20 percent requirement and will incorporate a shade system to supplement the glazing.

Matt Dunlap, Charles Penzone, said there is someone on staff who will review the lighting requirements.

Mr. Dunlap said they will host a lot of events in this building and hold celebrity stylist events.

Ms. Burchett said there are Waivers that will be identified at the determination review including two needed, which can be reviewed together regarding ground floor height and upper story height. She said it would be more procedural related to determine how they are measured. She said the principal entrance and the street façade entrance is not meeting the requirement with only one located on Village Parkway. She said knowing there is one immediately around the corner could support this Waiver.

Mr. Tyler said they could determine the Waiver is supported by the architecture.

Ms. Burchett said the parking location and front property line calculation are being met.

Mr. Meyers said the challenge is the electrical easements for the front façade requirements. Ms. Rauch agreed that is a technical issue.

Mr. Meyers said the requirement might not be met but the intent is being met with the architecture and site layout. Ms. Husak agreed that is why the waiver process is in place.

Aaron Stanford said the right-of-way dedication for the future roadway to fulfill the future street grid needs to be indicated on the plans to show how the road would potentially layout through the site. He said he will be happy to meet with the applicant and provide input on what would be required.

Mr. Meyers said it overlays the existing entrance and the challenges are that there is resistance from condominium owners from developing the vision based on the future street grid and they would want to know what it achieves by splitting this site and their campus.

Mr. Dunlap said this is their corporate campus and a future road is not ideal but they would love a bike path for connectivity.

Mr. Stanford said they envision a different character than a typical roadway for this street.

Ms. Rauch said they need to reach out to the neighbors and educate them on the importance of the grid. She asked for a revised plan showing the future roadway.

Mr. Dunlap said it would overlay the current entrance and that they have discussed an additional building if they reduce parking. Ms. Burchett said it would be helpful to show a dotted line on the site plan for the future roadway.

Mr. Meyers said that they will see and might have to have bends to work with site conditions.

Mr. Stanford said there were maneuverability comments from the Fire review.

Mr. Stanford asked that they show the retaining wall on the western edge and wanted to see the change in elevation to ensure that the parking area is safe.

Donna Goss said the ART had covered her issues.

Mr. Meyers said the left side south of the building has a cluster of trees, some of which are in decent condition and some are not, so the landscape features of the park involves collaboration with the owner of the neighboring property. He said he will clarify what they can do now and the limits for the future.

Ms. Rauch said they will see additional details with next week's determination.

Mr. Stanford said there is a door that faces Village Parkway and thinking long term, he asked if there is something small that can be added to the entrance to make it appear like the front of the building. Mr. Meyers agreed to look at it.

Ms. Burchett asked that they make sure the proposed wood material does not exceed the Code maximum as wood is considered a secondary material in the Bridge Street District.

Mr. Meyers said they have completed the calculations and will send them for review.

Ms. Burchett commended the applicants for their great work and that they have responded to all of Staff's comments and those of the Planning and Zoning Commission.

Ms. Goss thanked them for their refinements and reactions to the comments and offered kudos to creating a nice project.

## **ADMINISTRATIVE**

Jennifer Rauch asked if there were any additional administrative issues or other items for discussion.

Claudia Husak said Bridge Park Block's G & H are being submitted on Friday and will go informally to the June 9<sup>th</sup> Planning and Zoning Commission. She said they have been meeting weekly with the applicant and the submittal is expected to be reviewed by City Council in July. She said this application will be moving through the review process fast in order to make the City Council meeting.

Ms. Rauch adjourned the meeting at 3:40 pm.