



**Planning**

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**PLANNING AND ZONING COMMISSION**

**MEETING MINUTES**

**AUGUST 18, 2016**

**AGENDA**

- 1. Deer Run, Subarea B Deer Run Drive  
16-052FDP/FP Final Development Plan (Approved 4 – 0)  
Final Plat (Approved 4 – 0)**

The Chair, Victoria Newell, called the meeting to order at 6:32 p.m. and led the Pledge of Allegiance. Other Commission members present were: Cathy De Rosa, Stephen Stidhem, and Deborah Mitchell. Bob Miller, Chris Brown, and Amy Salay were absent. City representatives present were: Vincent Papsidero, Phil Hartmann, Tammy Noble, Logan Stang, Devayani Puranik, Joanne Shelly, JM Rayburn, Alan Perkins, and Laurie Wright.

**Administrative Business**

**Motion and Vote**

Ms. Mitchell moved, Ms. De Rosa seconded, to accept the documents into the record. The vote was as follows: Mr. Stidhem, yes; Ms. Newell, yes; Ms. De Rosa, yes; and Ms. Mitchell, yes. (Approved 4 - 0)

The Chair briefly explained the rules and procedures of the Planning and Zoning Commission. She said the case on tonight's agenda 16-052FDP-FP Deer Run, Subarea B is eligible for the consent agenda but members requested it be pulled and heard in its entirety.

- 1. Deer Run, Subarea B Deer Run Drive  
16-052FDP/FP Final Development Plan/Final Plat**

The Chair, Victoria Newell, said the following application is a proposal for the subdivision and development of five single-family estate lots located in Subarea B of the Deer Run Planned Unit Development. She said the site is on the east side of Dublin Road, approximately 300 feet north of Memorial Drive. She said this is a request for review and approval of a Final Development Plan under the provisions of Zoning Code §153.050 and review and recommendation of approval to City Council for a Final Plat under the provisions of the Subdivision Regulations (Chapter 152 of the Dublin Code of Ordinances).

Logan Stang presented an aerial view of the site. He stated the Deer Run PUD includes three subareas; Subarea A, north of this site was reviewed and approved by the Commission on May 5th of this year and Subarea C, south of the site along Memorial Drive received approval in 2014.

Mr. Stang said the proposal for Subarea B includes the platting of five single-family lots and the construction of a new private drive. He said the development contains a single access point from Dublin Road off Deer Run Drive, which contains a gated entry feature and there are no proposed changes to the entry feature. Similar to Subarea A, he said the homes will be custom built and will require review and approval by a Design Committee created by the homeowners association. He explained Deer Run is located on the north side of the site, mostly within Subarea A.

Mr. Stang presented the Tree Protection/Removal Plan and explained the development was approved for a Tree Waiver making the developer liable for replacing any tree removed that is greater than 18 inches and for trees removed from the common open space or rear yards that are between 6 inches and 18 inches. He said this proposal outlines the trees impacted by the construction of the new private drive and additional tree removals for the properties will be reviewed at the building permitting stage. Based on the Tree Waiver and this proposal, he stated the applicant is required to replace a total of 486 inches. He said Subarea B is also required to have a tree preservation zone to ensure an adequate amount of the woods remain and to provide a buffer between Subarea B and Subarea C. Because of the location of the tree preservation zone, he indicated the applicant is proposing a post marker be placed along the boundary at a maximum distance of 50 feet to help delineate the edge of the zone.

Mr. Stang presented the Landscaping Plan that outlines a total replacement of 97 trees, which amounts to 242.5 caliper inches. He indicated there was a discrepancy with the total amount of replacement inches required that is a condition of approval and the applicant has already addressed this issue and provided staff with a revised set of drawings. He said the remaining inches to be replaced will be paid for with a fee-in-lieu that the applicant is required to pay prior to submitting for building permitting.

Mr. Stang presented the Final Plat for five lots and reserve. He explained the plat outlines the private access and utility easement where the private drive will be located and where all utility services are provided. He also noted the tree preservation zone.

Mr. Stang said there are three text modifications associated with the relocation of the tree preservation zone:

1. To modify the development text so that the rear yard setback is defined by the tree preservation line, 100 year floodplain, or 30 feet from the property line, or whichever is greatest;
2. To modify the development text to state that the location of the private street and connections to all lots will be depicted on the final development plan drawings; and,
3. To modify the development text to revise the location of the tree preservation zone per this application.

Mr. Stang said approval is recommended of the three text modifications.

Mr. Stang said approval is recommended for the Final Development Plan with three conditions:

- 1) That the applicant provide the name of the private drive subject to Engineering and Fire approval prior to submitting for building permitting;
- 2) That the applicant continue to work with Staff to identify the required number of caliper inches to be replaced on the site; and
- 3) That the applicant pay a tree replacement fee for outstanding caliper inches prior to submitting for building permitting.

Mr. Stang said approval is recommended to City Council for the Final Plat with one condition:

- 1) That the applicant ensures that any minor technical adjustments to the plat are made prior to City Council submittal.

Steve Stidhem asked for the percent for fee-in-lieu of the entire tree replacement. Mr. Stang answered approximately 50 percent.

Mr. Stidhem asked if there was an opportunity for it to not be so high. Mr. Stang said the calculations were based on the site containing dense woods; it is difficult to add any additional trees without overcrowding the site.

Cathy De Rosa asked about the original plan and asked if it changed to permit the relocation of the road. Mr. Stang answered the road was shifted north a little bit due to the site conditions. He said the buildable area and tree preservation zone will still meet the Code requirements. He explained the original design had a cul-de-sac but the applicant is now proposing a loop road, which is better for fire access and will not impact as many trees.

The Chair invited the applicant to come forward.

Mike Close, 7360 Bellaire Avenue, said this is the final phase of a three-phase development and there has not been any significant change except for the slight movement of the road. He said the reason City Council approved a Tree Waiver in the first place was the owner of this property had planted thousands of trees on this site. He indicated the fee-in-lieu check will be in the range of \$75,000 – \$80,000 to the City.

The Chair invited the public to speak in regard to this case. [Hearing none.]

**Motion and Vote**

Ms. Mitchell motioned, Mr. Stidhem seconded to approve three text modifications:

1. To modify the development text so that the rear yard setback is defined by the tree preservation line, 100-year floodplain, or 30 feet from the property line, whichever is greatest.
2. To modify the development text to state that the location of the private street and connections to all lots will be depicted on the Final Development drawings.
3. To modify the development text to revise the location of the tree preservation zone per this application.

The vote was as follows: Ms. De Rosa, yes; Ms. Newell, yes; Mr. Stidhem, yes; and Ms. Mitchell, yes. (Approved 4 – 0)

**Motion and Vote**

Ms. Mitchell motioned, Ms. De Rosa seconded to approve the Final Development Plan with three conditions:

- 1) That the applicant provide the name of the private drive subject to Engineering and Fire approval prior to submitting for building permitting;
- 2) That the applicant continue to work with Staff to identify the required number of caliper inches to be replaced on the site; and
- 3) That the applicant pay a tree replacement fee for outstanding caliper inches prior to submitting for building permitting.

The vote was as follows: Ms. Newell, yes; Mr. Stidhem, yes; Ms. De Rosa, yes; and Ms. Mitchell, yes. (Approved 4 – 0)

**Motion and Vote**

Ms. De Rosa motioned, Mr. Stidhem seconded to recommend approval to City Council for a Final Plat with the following condition:

- 1) That the applicant ensures that any minor technical adjustments to the plat are made prior to City Council submittal.

The vote was as follows: Ms. Mitchell, yes; Ms. De Rosa, yes; Ms. Newell, yes; and Mr. Stidhem, yes. (Approved 4 – 0)

### **Planning Items**

Vincent Papsidero said the following Long Range Planning project updates would be presented:

- Dublin Corporate Area Plan
- Historic and Cultural Assessment
- Shier Rings Roadway Corridor Character Study
- Mobility Study (Introduction)
- W. Bridge Street Framework Study

**Dublin Corporate Area Plan** was presented by Devayani Puranik.

Ms. Puranik explained this was previously known as Metro-Blazer-Emerald-Frantz. She said this is a brand new planning process initiated to review the legacy office development within the City. She presented a map that defined the ±1,000-acre area. She explained the northern boundary is SR 161, the eastern boundary is Frantz Road including offices located east of Frantz Road, the southern boundary is Dublin's Corporate boundary, and the western boundary is Emerald Parkway. She showed the study area within the context with the City of Dublin.

Ms. Puranik presented a map showing Dublin's seven business districts. She said the Bridge Street District is located to the east with development standards that cater to mixed-use development. She said the West Innovation District located to the west caters to research and development facilities and institutional facilities like Ohio University, whereas Metro Blazer and Emerald Districts focus mainly on technological jobs including Dublin's Entrepreneurial Center. While the study area houses several technology oriented jobs, she said the built environment is outdated.

Ms. Puranik presented the map highlighting the Metro-Blazer-Emerald-Frantz area. She explained existing zoning in the area is very diverse with inconsistent development standards making this area somewhat less attractive for location of new businesses and development. She said some of the specific issues include:

- Diversity of Zoning Districts including PUDs
- Varying Development Standards
- Outdated Built Environment
- Lack of Amenities
- Overgrown Landscaping
- Underutilized Prime Land

Steve Stidhem asked if any new construction is planned for this area. Ms. Puranik answered there is not a huge amount but based on their market research, there are great opportunities.

Mr. Papsidero said Economic Development Staff have found challenges in the marketability of some of the older properties.

Ms. Puranik said some of the land that is used for stormwater management ponds within the Upper Metro Center represents prime land approximately five acres in size.

Ms. Puranik said the purpose of the Plan is to understand the shifting office and employment demographics and its effects on old suburban office parks in this very competitive market. She explained

approximately 87% of Dublin's office inventory was built in the 70s, 80s, and 90s and approximately 12% of that space is currently vacant. She said several factors have contributed to the vacancy rates:

- Lower parking ratios
- Lack of walkable amenities
- Building age
- Visibility/Wayfinding
- Lack of public transit
- Lack of sustainable practices to gain maximum benefits of the land
- Location
- Floor plate size and building size
- Lack of basic curb appeal

Ms. Puranik presented a chart that showed the percentage of total office square feet built in Dublin by decade and noted 80% of the office space (almost 7 million square feet) is between 17 and 45 years old. She presented a map to show where the specific development occurred by decade.

Ms. Puranik reported that through discussions with developers, business owners, tenants, and others trying to locate in Dublin, two contradicting factors emerged:

1. A shift in the perceived and actual parking demand - a much higher employee per square foot ratio; and
2. Increasing employee desire for nearby convenience and entertainment amenities, ideally within a walking distance.

Mr. Stidhem said he had hoped Home2Hotel would offer public services. Deborah Mitchell said there is not even a coffee bar in there. Cathy De Rosa noted the only other restaurant in the area is Max & Erma's.

Ms. Puranik said a public workshop is planned where they plan to display these market research maps.

Ms. Mitchell asked if this came from focus groups or surveys. Ms. Puranik said the Economic Development Division speaks often with businesses and there was a stakeholder meeting held in December of last year, which included 35 people.

Ms. Mitchell explained she asked because she has an office in the area and when she tries to get more food trucks to come due to the lack of restaurants, it is hard to get people to come out to the trucks. She said it seems people say they want to have restaurants within walking distance but they all end up driving.

Ms. Puranik said part of it might be that the offices are surrounded by huge parking lots so just getting from the door of their office to a site is challenging. She said 600 feet seems to be the magic number for an accepted walking distance.

Mr. Stidhem inquired about the parking ratio. Ms. Puranik explained the current Code requires 4 parking spaces per every 1,000 square feet of office space. She said companies are asking for 7 parking spaces per 1,000. She said companies are trying to fit more employees into smaller office areas.

Mr. Papsidero said trying to accommodate more parking comes into conflict with the landscaping requirements so staff is looking at ways to creatively meet that Code.

Victoria Newell said she likes to walk at lunch and a lot of people in her office park walk.

Tammy Noble said people might not be going to a certain location even if an amenity is provided because of how the space feels. She indicated they may not feel safe or have a place to sit and really enjoy the experience.

Ms. Newell said little plazas are inviting and they can accommodate music on certain days to entertain people.

Mr. Stidhem said he likes the idea of food trucks as long as there is a place to go eat the food. He indicated that he sees the demand for parking diminishing over the next 10 years and so he is hesitant if someone is proposing a parking garage.

Ms. Puranik said staff is studying both short and long term approaches. She said as Phase 1, they are focused on parking as companies are leaving (Nationwide as an example). She said the process for Phase II will include:

- Development strategies
- Site retrofit strategies
- Capitalization on market opportunities
- Detailed Code updates
- Frantz Road Corridor (streetscape and design)

Mr. Stidhem asked if there were specific plans for significantly updating Frantz Road. Mr. Papsidero said currently there is a design study underway for that intersection. He said a new planting scheme for the median could be an option as trees have struggled to thrive there.

Ms. Puranik said the first public workshop is scheduled for August 31, 2016, at IGS Energy but it will also be posted online. She said for the next couple of months, staff will work on the physical development concepts and the zoning and development standards. She indicated the second public workshop will be in October so the plan adoption process should be in December – January. Mr. Papsidero added that in addition to the public workshops, Staff is reaching out to all the neighborhoods to the east of Frantz Road to engage the residential community along with the business community.

Ms. De Rosa asked if there are examples presented in these workshops of other communities that are doing this well. She said every suburb in America is having this same discussion. Ms. Puranik said the consultants working with staff have experience nationwide.

**Historic and Cultural Assessment** was presented by JM Rayburn.

Mr. Rayburn presented the Study Area Grid that encompasses the City of Dublin as well as townships in surrounding areas that included ±860 structures that were surveyed. He stated the purpose of the project is to create an inventory of historic properties and assets within the City of Dublin, which will include an assessment of whether the buildings and assets are contributing or non-contributing to the historic character of the City of Dublin. He said the assessment will also help identify funding strategies for historic preservation efforts for property owners. He said additional tasks may include assistance with an update to the existing *Historic Dublin Design Guidelines*.

Mr. Rayburn said to engage the public they have focused on stakeholder interviews with members of the community and he presented a list.

Mr. Rayburn said the architectural survey was completed August 4, 2016, and highlighted some of the initial findings. He said the next steps will include a complete landscape/archaeological portion including mill ruins, quarries, cemeteries, stone walls, and recorded archaeological sites. He said staff will finalize data for the GIS layers and the consultant will complete the final report. He said they will compile a list of

funding mechanisms to aid historic preservation. He said after the stakeholder interviews are completed, an Open House will be held on October 4th, 2016.

Mr. Rayburn provided two discussion questions for the Commission:

1. Is there anyone from the community to add to the list for the stakeholder interview meeting?
2. How will the Planning & Zoning Commission use this information in their deliberations?

Deborah Mitchell said she is witnessing people locally and across the country buying up mid-century homes on larger lots and tearing them down to rebuild. She said once they are gone they are gone. She indicated the homes may not have incredibly notable architecture from a mid-century standpoint but when talking about the history of Dublin and how this is all integrated, maybe this issue should be considered before all these areas get redeveloped.

Mr. Rayburn indicated the key is determining what is contributing and what is non-contributing. Ms. Mitchell said the character of a community is really important when some people just want to focus on the architecture. She said the density, character, lifestyle, and the narrative should all be considered.

Victoria Newell referenced a coffee table book written about Dublin by Dublin residents. Tammy Noble said it is a good book as it is all encompassing including architecture, landscaping, walls, etc.

Ms. Newell asked if historic assessments included plant material. Vincent Papsidero indicated he was not certain if the consultants the City hired have those skills but plant material could be a good follow-up study. Joanne Shelly said Michael Hiatt on staff is slowly but surely documenting the trees and adding it to a GIS layer for our system; he is a certified arborist.

**Shier Rings Roadway Corridor Character Study** was presented by Joanne Shelly.

Ms. Shelly presented the study area that is bounded by US 33 to the north, I-270 to the east, Cosgray Road to the west (including parcels just west of Cosgray), and properties along the south side of Shier Rings Road. She said it includes several of the City's business districts. She said the area is predominately comprised of light industrial uses and forms a physical connection between the Emerald Corporate District ringing I-270 and the growing West Innovation District.

Ms. Shelly said the purpose of the study was to provide some design guidance for the road. She said the project was started in 2013 including a lot of stakeholder engagement because there is a lot of variety of users and land use types along the road. She said they have finalized the draft plan and are looking to do one more stakeholder engagement at the upcoming open house. She said the final document will be brought back to the Planning Commission to be forwarded to City Council to be adopted as part of the Community Plan.

Ms. Shelly said an analysis was conducted for the corridor that included what is happening in each of these areas and the following was determined for each of the five areas:

1. Residential / undeveloped
2. City / School service centers / agricultural
3. Single story office / heavy industrial
4. Light industrial / office
5. Mixed-business office

Ms. Shelly said traffic analysis was conducted including current vehicles per day and what is estimated as well as lane widths and right-of-way widths to accommodate current and future vehicles.

Ms. Shelly said aesthetics were analyzed, which included landscape types, architecture types and existing conditions of bike and pedestrian facilities. As a result, she said they found a variety for all elements. She explained the landscape varied from wooded to manicured, architecture types varied from historic to office industrial, and paths ranged from multi-use paths and sidewalks to incomplete paths.

Ms. Shelly said land use policies were studied including:

- Community Plan
  - Future Land Use Map
  - Thoroughfare Plan
  - Roadway Character Map
  - The Bikeway Plan
  - Avery Road Area Plan
- West Innovation District Area Plan
- Tech/Flex District
- Avery Road Area Plan
- Business Neighborhood Districts

She said these were reviewed to ensure what is being recommended falls within the policies already established.

In summary, Ms. Shelly said the planning goals included:

- Analyzing existing conditions
- Identifying complimentary planning efforts
- Providing strategies for balancing diverse mobility needs
- Recommending right-of-way improvements

Ms. Shelly said the intent is to demonstrate to potential developers the City's long range view of how particular properties should be developed. She said specific design details and character elements will be implemented based on the site and traffic analysis for that property.

Ms. Shelly said the next steps include: an Open House on September 6, 2016, for the on-going business district studies; and a City Council Work Session on October 17, 2016.

Ms. Shelly presented discussion points:

- Is the Commission familiar with the special area plans/traffic studies referenced in this document?
- Are there any perceptions of the Shier Rings Corridor that have not been identified that should be included in the document?
- What areas may not have been covered in this study that should be covered in future study efforts?

Cathy De Rosa indicated this area lacks character.

Ms. Shelly said the goal is to get to a slightly more industrial version of Emerald Parkway where there is a consistent streetscape along the street edge and in the right-of-way including a bike path, multi-use path, and trees. She said it would be left to the developers' discretion of how they would develop the property,



which could be wooded or more manicured but there would be standards to adhere to. She said Economic Development can use this to sell the area and explain the package.

**Mobility Study** (Introduction) was presented by Joanne Shelly.

Ms. Shelly said staff is currently reviewing responses from qualified RFPs. She said there will be three phases of the study. She said the first phase is to look at what exists here, what is happening in the rest of the country, and what the opportunities are for benchmarking. She said the focus will be on what is done at the 'last mile'. She said COTA (Central Ohio Transit Authority) provides a ride share where one can get a ride home late at night from work if they carpooled in to work.

Ms. Shelly said interviews are being scheduled for September. The goal is to complete the study within a year. She said community engagement will be a large component of the planning effort.

**W. Bridge Street Framework Study** was presented by Vincent Papsidero.

Mr. Papsidero said the purpose is:

- To ensure the development potential of the planning area is fully reached to create an outstanding gateway to the community, while building upon the Bridge Street District visioning and framework plan;
- To prepare and adopt a policy document that will inform public and private decision-making;
- To address: land use, development intensity and character; development standards; road, walking and biking networks; on- and off-street parking; transit connectivity; streetscape character and design standards; transition to adjacent neighborhoods; historic resources; open space; public utilities and DubLink (fiber optic system);
- To coordinate with and inform the Western Road Alignments Study and the US33/SR161/Post Rd/Frantz Rd Intersection Alternatives Analysis; and
- To identify implementation strategies, including public and private financing, incentives, or other development-related policies.

Mr. Papsidero said the planning area contains 196 acres (27% Commercial, 15% Office, 13% Institutional). He said the major land use features are as follows:

- Indian Run Elementary and John Sells Middle School
- Dublin Plaza
- Cluster of hotels
- South Fork of the Indian Run

Mr. Papsidero said staff has worked through the consultant selection process and NBBJ was selected. He said the study is roughly a 12-month process where public engagement is critical. He said it will start with existing conditions analysis and visioning and there will be a three-day design charrette with the public. After which, he said a draft plan will be reviewed by the public and a final plan will be submitted for adoption.

Mr. Papsidero said some of the issues they plan to address include the following:

- Reaching consensus on the development of parcels along the corridor, especially Monterey, Dublin Plaza, Dublin City Schools, and Post Road properties
- Creating a walkable streetscape along West Bridge Street that engages residents, visitors and workers – as well as frames the future built environment
- Coordinating reconstruction of the Post-Frantz-US 33 intersection with the W. Bridge Street streetscape concept
- Protecting Indian Run

- Successful, consensus-based public engagement

Mr. Papsidero presented a map highlighting these issues.

Victoria Newell said she thought OCLC should be included because there has been so much discussion with prior Commissioners that are not here now. She indicated it is going to be isolated. She said she understands they are not ready to develop yet but the same was said about Dublin Plaza and they are being included.

Mr. Papsidero said that was discussed internally. He said they had excluded OCLC because it is not in the corridor and Monterey – Plus was the trigger. He indicated they could reach out to OCLC.

Cathy De Rosa said there are some wonderful amenities on that property.

Deborah Mitchell inquired about the traffic congestion on Bridge Street. Mr. Papsidero explained that one of the reasons for the Western Alignment Study and the construction of John Shields Bridge is to bring relief to Bridge Street. He said streetscapes can calm traffic.

Mr. Papsidero said the next steps are: Consultant-Staff kick-off meeting; Data gathering and analysis; Stakeholder interviews; and Working Group organization and kick-off meeting.

### **Communications**

The Chair called for any communications. [Hearing none.] She adjourned the meeting at 8:04 p.m.

As approved by the Planning and Zoning Commission on September 15, 2016.