



City of Dublin

Office of the City Manager

5200 Emerald Parkway • Dublin, OH 43017-1090

Phone: 614-410-4400 • Fax: 614-410-4490

Memo

To: Members of Dublin City Council

From: Dana L. McDaniel, City Manager

Date: July 1, 2016

Initiated By: Michelle L. Crandall, Assistant City Manager

Re: Dublin Community Church – Fee Waiver Request

Summary

Attached please find a fee waiver request submitted by Barb Anderson on behalf of the Dublin Community Church. This request is for the waiver of building permit fees in the amount of \$618.00 related to the installation of new doors on the east side of the church, nearest to the main parking lot. This project has been submitted to ARB and was approved by that board on April 27, 2016. The ARB application and related documentation are also attached.

It has not typically been the City's practice to waive these types of fees. In reviewing this request, staff was able to find only two other permit fee waivers granted in previous years. The first was granted to the Dublin City Schools in 2001 to waive 50% of a rezoning fee for their property at 62 W. Bridge Street (Administration Building). This was approved due to the fact that the Schools had previously applied for a rezoning five years earlier, paid the associated fees and then withdrew the application. The second fee waiver was also granted in 2001 for a sign permit for Indian Run Methodist Church. This fee was waived due to the fact that the City had pursued road and bike path work adjacent to the property that impacted where the church sign was located, causing the church to have to move their main sign.

Recommendation

This is provided for Council's review and determination. Should you have additional questions related to this request prior to the Council meeting, please contact Michelle Crandall at 614-410-4403 (office) or 614-206-4886 (mobile).

81 W. Bridge St.
Dublin, OH 43017

June 12, 2016

Anne Clarke
Clerk of Council
City of Dublin
5200 Emerald Parkway
Dublin, Ohio 43017

Dear Ms. Clarke,

I am a member of Dublin Community Church, United Church of Christ, located in the Historic Dublin District at the above address. I'm also on the volunteer staff at the church as Interfaith Outreach Facilitator and I'm on the Dublin Food Pantry Board as well as a volunteer at the Food Pantry which as you know is housed in our church.

Our church has recently received approval from the ART and ARB Boards of the City of Dublin to install automatic glass doors at the lower level parking lot entrance to our church and the Food Pantry, in place of the wooden doors which are there currently. This will enable our church members to more easily enter our church, as well as the Dublin Food Pantry clients and volunteers who enter through these doors each day. As you probably know, many thousands of pounds of food are brought through these doors throughout every week, and this will make the process much easier for all who enter these doors.

Our church is a centerpiece of the Historic District and we are pleased to be in such a vibrant, growing location. We are a very mission oriented church, opening our doors to many groups in the community who meet here every week. For many of these groups, we allow them to use our facilities at no charge to them, as a gesture of goodwill. Our mid-high and senior high youth do mission work each summer and throughout the year that benefits the Dublin and Central Ohio area and beyond. Much of our finances go into funding these endeavors to fulfill our mission of impacting people in the wider community, and we are very diligent in our budgeting process to allow our funds to be used for the good of others.

We are respectfully asking for a waiver of the Building Permit Fee of \$618.00, that is required as part of the next step in installing the automatic glass doors at our entrance. For the reasons mentioned above, we feel that by using our funds for our mission and outreach work, we will be more able to open our doors even wider for the Dublin community and beyond.

We treasure our relationship with the City of Dublin and the Historic District in particular, and sincerely hope that you can be generous in granting our request for a waiver of fees.

Sincerely,

Barb Anderson,
Interfaith Outreach Facilitator
Dublin Community Church-United Church of Christ



APPLICATION FOR DEVELOPMENT

PLEASE CHECK THE TYPE OF REVIEW

- West Innovation Districts
(Zoning Code Sections 153.037 - 153.043)
- Bridge Street Corridor Districts
(Zoning Code Sections 153.057- 153.066)
- Wireless Communication Facility (Chapter 99)

PLEASE CHECK THE APPLICATION TYPE

- Basic Plan Review
- Development Plan Review
- Waiver Review
- Open Space Fee-in-Lieu
- City Council Appeal
- Minor Project
- Site Plan Review
- Master Sign Plan
- Parking Plan
- Administrative Departure

Wireless Applications

- New Tower
- Alternative Structure
- Co-Location
- Temporary

The following applications require review and decision by the **Planning and Zoning Commission, Board of Zoning Appeals, or Architectural Review Board**, but may be submitted concurrently with another application.

Check any that apply:

- Conditional Use
- Administrative Appeal
- Project involving modifications to property within the Architectural Review District
- Other: _____
- Rezoning

SUBMISSION REQUIREMENTS

- Fee** (refer to the approved fees list)
- Electronic Copies** of all application materials (PDF, JPEG, Word, etc. as appropriate)
- Submission Requirements** for each type of application (refer to checklists)
- Legal Description and/or Property Survey** for the subject property

I. PROPERTY INFORMATION: Provide information to identify properties and the proposed development. Attach additional sheets if necessary.

Property Address(es): <u>81 W. Bridge St. Dublin Community Church Dublin, OH 43017</u>	
Tax ID/Parcel Number(s): <u>31-0673272</u>	Parcel Size(s) in Acres: <u>2.1257 acres</u>
Existing Land Use/Development: <u>Church</u>	Zoning District: <u>Historic BSD-P</u>

- Check this box if any **Administrative Departures** are requested and attach an Administrative Departure request form.
- Check this box if any **Waivers** are requested as part of the application for development and attach a Waiver Request form.

II. PROPERTY OWNER INFORMATION: Indicate the person(s) or organization(s) who own the property proposed for development. Attach additional pages if there are multiple property owners.

Name (Individual or Organization): <u>Dublin Community Church - United Church of Christ</u>	
Mailing Address: <u>81 W. Bridge St. Dublin, OH 43017</u>	
Daytime Telephone: <u>614-889-1026</u>	Fax: <u>614-791-0297</u>
Email or Alternate Contact Information: <u>dublinucc-office@sbcglobal.net</u>	

FOR OFFICE USE ONLY: DIRECTOR'S ACCEPTANCE

Date of Acceptance: <u>3/31/16</u>	Next Decision Due Date:
Final Date of Decision:	Determination:
Director's (or Designee's) Signature:	

RECEIVED

FILE COPY

MAR 31 2016
CITY OF DUBLIN
PLANNING

III. APPLICANT(S): Indicate person(s) submitting the application if different than the property owner(s).

Name: (Individual or Organization) <u>Barb Anderson</u>	
Mailing Address: <u>8952 Tartan Fields Dr. Dublin, OH 43017</u>	
Daytime Telephone: <u>614-783-7998</u>	Fax:
Email or Alternate Contact Information: <u>tanderson@columbus,rr.com</u>	

IV. AUTHORIZED REPRESENTATIVE(S): Indicate the person(s) authorized to represent the property owner and/or applicants.

Name: (Individual or Organization) <u>Bruce Rizzo</u>	
Mailing Address: <u>469 Glenside Lane Powell, OH 43065</u>	
Daytime Telephone: <u>614-581-6603</u>	Fax:
Email or Alternate Contact Information: <u>brizzo1@insight,rr.com</u>	

V. AUTHORIZATION FOR OWNER'S APPLICANT(S)/REPRESENTATIVE(S): Complete if applicable.

I, BRUCE RIZZO, the **owner**, hereby authorize Barb Anderson to act as a **representative(s)** in all matters pertaining to the processing and approval of this application, including modifying the application. I agree to be bound by all representations and agreements made by the designated representative.

Signature of Current Property Owner: <u>Bruce Rizzo</u>	Date: <u>3/20/2016</u>
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Check this box if the original Authorization for Owner's Applicant(s)/Representative(s) is attached as a separate document.

VI. AUTHORIZATION TO VISIT THE PROPERTY: Site visits to the property by City representatives are essential to process this application. The Owner/Applicant, as noted below, hereby authorizes City representatives to enter, photograph and post a notice on the property described in this application. This is optional, but recommended.

I, Barb Anderson, the **owner or authorized representative**, hereby authorize City representatives to enter, photograph and/or post a notice on the property described in this application.

Signature of Owner or Authorized Representative: <u>Barb Anderson</u>	Date: <u>3-30-2016</u>
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VII. APPLICANT'S AFFIDAVIT: This section must be completed and notarized.

I, Barbara Anderson, the **owner or authorized representative**, have read and understand the contents of this application. The information contained in this application, attached exhibits and other information submitted, is complete and in all respects true and correct, to the best of my knowledge and belief.

Signature of Current Property Owner or Authorized Representative: <u>Barbara Anderson</u>	Date: <u>3-31-16</u>
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Check this box if the Applicant's Affidavit and Acknowledgement is attached as a separate document.

Subscribed and sworn to before me this 31 day of March, 20 16
 State of Ohio
 County of Franklin



Cynthia McConnell Young
 Notary Public, State of Ohio
 My Commission Expires 03-16-2020

Minor Project

16-026-MPR – BSD – P: Bridge Street District Public District

Dublin Community Church – 81 W. Bridge Street

This is a proposal for exterior modifications to an existing door of an existing church within the Bridge Street Public District located on the southwest corner of the intersection with West Bridge Street and Franklin Street. This is a request and recommendation of approval to the Architectural Review Board for a Minor Project Review in accordance with Zoning Code Section 153.066(G) and 153.170 and The *Historic Dublin Design Guidelines*.

Date of Application Acceptance

Thursday, March 31, 2016

Date of ART Recommendation

Thursday, April 21, 2016

Date of Architectural Review Board Determination

Wednesday, April 27, 2016

Case Managers

Katie Dodaro, Planning Assistant | (614) 410-4663 | kdodaro@dublin.oh.us

Jennifer M. Rauch, AICP, Planner Manager | (614) 410-4690 | jrauch@dublin.oh.us

PART I: APPLICATION OVERVIEW

<i>Zoning District</i>	BSD Public District
<i>Review Type</i>	Minor Project
<i>Development Proposal</i>	Existing Structure, Doors
<i>Administrative Departures</i>	None
<i>Waivers</i>	None
<i>Property Address</i>	81 W. Bridge Street
<i>Property Owner</i>	Dublin Community Church
<i>Applicant</i>	Barb Anderson, Dublin Community Church
<i>Case Managers</i>	Katie Dodaro, Planning Assistant (614) 410-4663 kdodaro@dublin.oh.us Jennifer M. Rauch, AICP, Planner Manager (614) 410-4690 jrauch@dublin.oh.us

Application Contents

The existing Gothic Revival Church is a 19th century historic building and is located on the southwest corner of the intersection with West Bridge Street and Franklin Street. The brick building features gothic-arched side windows, shutters and main entrance. The side bays are separated by buttresses and includes corbelled brickwork in a pointed arch design. The wood bell tower has a metal roof and there is a large addition at the southeast corner of the building.

The 16,000-square-foot addition, including a 5,958-square-foot sanctuary and additional parking area was approved in 1997, and was located to the southeast of the historic portion of the church. The secondary entrance to the church is located off the eastern portion of the existing parking lot and included a set of wooden doors. A series of glass doors with black metal framing are located along the southeastern portion of the building and at the entrance to the preschool on the southeastern elevation. The Architectural Review Board approved an awning over the secondary entrance in 2012, which has been installed.

PART II: ADMINISTRATIVE REVIEW TEAM COMMENTS

Planning, Building Standards, Engineering

The applicant is proposing to replace existing the wooden doors with metal and glass automatic doors on the secondary entrance of the church located along the Franklin Street frontage. The proposed doors include a Tubelite framing in a dark bronze color with 2 glass panels on top and 2 metal panels on the bottom of the door. The application also includes the addition of a carbon steel bollard to operate the door in the same dark bronze color. There was no requirement for the use of wood doors with previous approvals. The proposed metal and glass doors are consistent with the other doors along the adjacent elevations.

Fire, Police, Economic Development

No comments.

PART III: APPLICABLE REVIEW STANDARDS

Minor Project Review Criteria

The Administrative Review Team has reviewed this application based on the review criteria for Minor Projects, which include the following proposed responses:

(c) **Meets Applicable Zoning Regulations**

Met. The proposal is consistent with the Zoning Code requirements.

(j) **Consistency with Bridge Street Corridor Vision Report, Community Plan, and other Policy Documents**

Met. The proposed modifications are improvement to the structure.

Architectural Review Board Criteria

Section 153.174 of the Zoning Code identifies criteria for the review and approval of a Board Order for proposals within the Architectural Review District Boundaries. The following is an analysis based on those criteria.

Applicable General Review Standards

1) **Character and Materials Compatible with Context**

Met. The proposed materials are appropriate for the character of the structure and are consistent with the other doors on adjacent elevations.

2) **Recognition and Respect of Historical or Acquired Significance**

Met. The proposed doors are located on a non-historical portion of the building and coordinates with existing doors.

3) **Compatible with Relevant Design Characteristics**

Met. The proposed replacement matches the other metal doors on the addition. The newly installed awning provides a visual cue that designates this door as the secondary entrance on this elevation.

5) **Appropriate Color Scheme**

Met with Condition. The proposed door color is dark bronze. ART recommends the door and bollard color match the existing black metal doors at the daycare entrance.

Alteration to Buildings, Structure, and Site Standards

1) Reasonable Effort to Minimize Alteration of Building and Site

Met. The proposed replacement involve minimal alteration to the structure.

2) Conformance to Original Distinguishing Character

Met. The proposed alterations to the doors conform to the buildings character.

3) Retention of Historic Building Features and Materials

Not applicable.

4) Alteration Recognizes Historic Integrity and Appropriateness

Met. The proposed alteration is located the non-historical portion of the building

5) Recognition and Respect of Historical or Acquired Significance

Not applicable.

6) Sensitive treatment of Distinctive Features

Not applicable.

7) Appropriate Repair or Replacement of Significant Architectural Features

Not applicable.

8) Sensitively Maintained Historic Building Materials

Not applicable.

PART IV: ADMINISTRATIVE REVIEW TEAM RECOMMENDATION

Recommendation of approval to the Architectural Review Board with one condition.

- 1) The door framing and bollard color match the existing black metal door on the building.