



MEETING MINUTES

Administrative Review Team

Thursday, December 14, 2023 | 2:00 pm
Development Building

CALL TO ORDER

Mr. Bitar welcomed everyone and called the meeting to order at 2:02 pm.

ROLL CALL

ART Members and Designees present: Bassem Bitar, Planning Deputy Director, (Chair); Brad Conway, Residential Plans Examiner; Jenna Goehring, Economic Development Administrator; Heidi Rose, Civil Engineer II; Jake Stoll, Sergeant of the Dublin Police Department; Shawn Krawetzki, Landscape Architect Manager; and Chad Hamilton, Washington Township Fire.

Staff Members present: Zachary Hounshell, Planner II; Jay Henderson, Planning Technician; and Micole Champion, Administrative Assistant II.

Representative present: Case 1: Andrew Bruns, ELM Services

APPROVAL OF MINUTES

Mr. Bitar made a motion and Ms. Goehring seconded to approve the minutes from the October 12, 2023, meeting.

Votes: Sergeant Stoll, yes; Ms. Goehring, yes; Ms. Rose, yes; Mr. Conway, yes; Mr. Bitar, yes; Mr. Krawetzki, yes; and Mr. Hamilton, yes .

[Minutes were approved 7 – 0.]

DETERMINATION CASE

1. Sycamore Ridge Dog Park – Case Number: 23-045MPR, Minor Project Review

The proposal is for the development of a new dog park in the Sycamore Ridge of Dublin Apartments & Townhomes, an existing residential development in the Bridge Street District. Planning recommends approval with no conditions.

Staff Presentation

Mr. Hounshell presented an aerial view of the site adjacent to the Sycamore Ridge of Dublin Apartments. The photographs of the existing conditions of the site were shown, which showed a grassy area adjacent to a apartment building.

The proposed site plan was presented with a 1,925-square-foot dog park. The dog park is a private amenity to the apartment complex and would be enclosed by a 4-foot tall black aluminum fence. The dog park is constructed of artificial turf and includes a 4-foot wide sidewalk.

The application was reviewed against the Minor Project Review Criteria. Planning recommends approval of the Minor Project with four conditions:

- 1) The dog park fence match the approved black aluminum fence of the apartment units, previous reviewed by the ART;
- 2) The applicant work with Engineering to assure that the fence will not impact any existing utilities in the area;
- 3) The applicant provide specifications for the benches prior to final site permit approval through Building Standards, subject to Staff approval; and,
- 4) The applicant provide a sidewalk connection to the parking spaces for pedestrian circulation.

Mr. Bitar asked if the applicant had anything they wanted to add.

Applicant Presentation

Andrew Bruns, ELM Services, 4445 Weaver Court, Hilliard, OH 43026, introduced himself and offered to answer any questions.

Questions for Staff or the Applicant

Mr. Krawetzki – Asked if the dog park will have turf as opposed to actual grass.

Mr. Bruns – Stated that it would be turf.

Mr. Krawetzki – Shared a concern regarding the maintenance of the dog park and how it would be cleaned.

Mr. Bruns – Stated the adjacent apartment building has an outdoor spigot that would be connected to wash the dog park.

Mr. Krawetzki – Asked how the park would connect to the adjacent parking spaces.

Mr. Bruns – Stated that the sidewalk could extend to the first one or two parking spaces to create a landing.

Mr. Krawetzki – Asked if the gate location could be moved to accommodate the sidewalk connection to the parking spaces.

Mr. Bruns – Stated the current location of the gate would be the most reasonable for access for the residents of the complex.

Public Comments

[None.]

Team Members' Discussion

Nothing further needed to be discussed.

Mr. Bitar motioned, Mr. Conway seconded, to approve the Minor Project with four conditions:

- 1) The dog park fence match the approved black aluminum fence of the apartment units, previous reviewed by the ART;
- 2) The applicant work with Engineering to assure that the fence will not impact any existing utilities in the area;
- 3) The applicant provide specifications for the benches prior to final site permit approval through Building Standards, subject to Staff approval; and,



- 4) The applicant provide a sidewalk connection to the parking spaces for pedestrian circulation.

Votes: Mr. Conway, yes; Mr. Krawetzki, yes; Sergeant Stoll, yes; Ms. Goehring, yes; Ms. Rose, yes; Mr. Bitar, yes; Mr. Hamilton, yes.
[Minor Project approved 7 – 0.]

COMMUNICATIONS

[None.]

ADJOURNMENT

Mr. Bitar asked if there were any comments for the good of the group. [None.] He adjourned the meeting at 2:17 pm.

