



## MEETING MINUTES

# Administrative Review Team

Thursday, October 13, 2022 | 2:00 pm

Development Building, Large Conference Room  
5200 Emerald Parkway, Dublin, OH 43017

### CALL TO ORDER

Ms. Rauch welcomed everyone and called the meeting to order at 2:04 pm.

### ROLL CALL

ART Members and Designees present: Jennifer Rauch, Planning Director, (Chair); Jennifer Klus, Economic Development Director; Shawn Krawetzki, Landscape Architect Manager; Michael Hendershot, Senior Civil Engineer; Jake Stoll, Sergeant of the Police Department; and Brad Fagrell, Director of Building Standards arrived in time to hear the presentation.

Staff Members present: Christopher Will, Planner II; and Laurie Wright, Administrative Assistant II.

Consultant present: Dan Phillabaum, AICP, RLA, Principal, Landplan Studios, LLC

Applicant present: Mitchell Powell, CB Signs

Ms. Rauch made a motion and Ms. Klus seconded to approve the minutes from the September 8, 2022, meeting.

Votes: Mr. Hendershot, yes; Mr. Krawetzki, yes; Sergeant Stoll, yes; Ms. Klus, yes; and Ms. Rauch, yes.  
[The minutes were approved 5 – 0]

### MINOR MODIFICATIONS

Ms. Rauch noted the following modification:

1. **Domaine Montrachet** – Minor modifications to an existing patio space for new patio furniture that included two sets of outdoor “Butterfly” sofas and two “Tobi-Ishi” outdoor concrete tables. Both furniture sets are compatible in color, and are designed for outdoor seating.

### INTRODUCTION/DETERMINATION

#### 1. Shell Station Sign at 201 W. Bridge Street, 22-115MPR, Minor Project Review

Installation of a 39.4-square-foot ground sign for a 0.93-acre site zoned Bridge Street District, Historic Transition Neighborhood. The site is located southwest of the intersection of W. Bridge Street with Monterey Drive.

## Staff Presentation

Mr. Phillabaum presented an aerial view of the site located at the southwest corner of W. Bridge Street and Monterey Drive, with frontage and vehicular access on both streets. Vacant properties are immediately adjacent to the site to the west and south and across Monterey Drive to the east. Sells Middle School is across W. Bridge Street to the north. The site features an unoccupied gas station, a convenience store, and an outbuilding previously branded as Sunoco, constructed in 1988. The outbuilding is currently undergoing renovations by Shell. The applicant proposed to use the existing ground sign base in the northeast corner of the site, replacing the existing sign faces on both sides of the sign and installing evergreen shrubs and mulch around three sides of the sign base. The current location is believed to encroach into the right-of-way by four feet whereas eight feet is the minimum setback requirement. Mr. Phillabaum stated a more precise site plan is needed to understand the limits of the existing right-of-way. The applicant does not plan to move the sign further from nonconforming status. Staff has reason to believe encroachment is due to the road expansion since the sign was originally installed years ago. The applicant will have to apply for a right-of-way encroachment permit.

The existing ground sign contains temporary vinyl graphics over former graphics inserted into the brick sign base with cabinet supports. The proposed sign face covers the same area of 39.4-square-feet. The light grey metal sign cabinet has rounded corners and is mounted between two brick piers of the same overall height as the sign cabinet. The brick of the existing base and piers supporting the sign cabinet has become discolored by mold/algae/lichen and should be cleaned and tuck-pointed, as necessary, during installation of the new sign face. The sign face is comprised of an upper, business identification sign face of 26.3-square-feet and a lower, changeable copy gas price sign face of 13.1-square-feet. The overall sign face is to be fabricated from translucent polycarbonate. Only the upper portion will be internally illuminated by LED lights and features a nine-square-foot, yellow and red Shell logo centered within a field of white. The lower, changeable copy gas price portion of the sign face is also proposed to be white but no details have been provided as to the font size or color for the changeable text/numerals. The sign face should be extruded to create depth and dimensionality between the logo and the background. The proposed white sign background creates a stark visual contrast between the logo colors and the existing brick of the sign base; Staff recommended the white background be revised to a light grey or silver color to better complement the brick piers base.

The landscaped area shall extend at least three feet beyond the sign base on three sides as there is an existing sidewalk that runs along the east side of the sign base at a distance of about one foot. The applicant proposed 16 small evergreen shrubs. Additional plant material should be provided within the base of the sign with plant selections that will fill the air space below the sign cabinet at maturity.

This application was reviewed against the Minor Project Review Criteria. Planning Staff recommended approval of the Minor Project with six (6) conditions:

- 1) That the upper sign faces be revised to an extruded polycarbonate design that creates depth to the Shell logo by projecting this element beyond the sign face and that the sign face be revised to provide opacity resulting in illumination of only the Shell logo at night, subject to Planning approval;
- 2) That the sign faces be revised to a light grey or silver color complementary to the sign cabinet and brick, subject to Planning approval;



- 3) That additional details of the proposed changeable copy portion of the sign, including letter/number heights, colors, and fonts be provided for Planning review and approval;
- 4) That plant material be provided within the base of the sign with plant selections that will fill the void below the sign cabinet at maturity, and that a planting plan be provided for all proposed landscape materials, subject to Planning approval;
- 5) That the brick sign base and side supports, concrete caps and metal cabinet be remediated of all surface mold/algae/lichen and that the brick be tuck-pointed, as necessary; and
- 6) That the applicant submit for and receive approval for any necessary right-of-way encroachment permits.

### **Applicant Presentation**

Mitchell Powell, CB Signs, 3721 Thistlewood Drive, Suite A, Grove City, OH, said he responded to the conditions, prior to the meeting and provided hard copies for the team's review. He said the client would like the background to be "White Satin" as that is the brand standard. He described it as a light, silvery-gray color as opposed to Staff's recommendation. When the brick parts of the sign cabinet are power washed, the brick will appear lighter to complement the "White Satin" and not appear in such contrast.

### **Questions for the Applicant**

Mr. Krawetzki – He was concerned about the distance from the ground to the bottom of the sign and suggested the applicant ensure that the plant materials selected will be low-growing and not obstruct any part of the cabinet panel.

Ms. Rauch – She requested a paint sample for Staff to review/approve of the proposed color of "White Satin". The changeable copy with plastic letters and numbers could be used but an electronic sign is also permitted in this zoning district.

Mr. Powell – The encroachment matter was not clear.

Mr. Phillabaum – He requested documentation for engineering from the owner to show if the City had expanded the right-of-way to create the condition of encroachment.

Mr. Hendershot – He requested any right-of-way encroachments be added on a site plan to scale and that a professional survey be completed. Documentation may need to be reviewed by ODOT as well as the City of Dublin.

Mr. Phillabaum – He presented three examples of graphics he found on the internet the Shell Company has used for creating signs with depth. The first was a simple extruded sign face, the second extruded by two different levels, and the third had a recessing red border with background and the shell of the same depth. He asked the applicant which design this sign would model.

Mr. Powell – The client plans to model the first example shown as that is the Shell standard with just the shell logo illuminated and not the background on the top panel.



### Team Members' Discussion

Ms. Rauch – She request a condition be modified to state the applicant shall work with Staff to determine proper illumination for one or both sign panels.

Ms. Rauch motioned, Mr. Hendershot seconded, to approve the Minor Project for the replacement of a sign with eight (8) conditions as amended:

- 1) That the upper sign faces be revised to an extruded polycarbonate design that creates depth to the Shell logo by projecting this element beyond the sign face subject to Planning approval;
- 2) That the sign faces be revised to a light grey or silver color complementary to the sign cabinet and brick, subject to Planning approval;
- 3) That additional details of the proposed changeable copy portion of the sign, including letter/number heights, colors, fonts and illumination be provided for Planning review and approval;
- 4) That plant material be provided within the base of the sign with plant selections that will fill the void below the sign cabinet at maturity, and that a planting plan be provided for all proposed landscape materials, subject to Planning approval;
- 5) That the brick sign base and side supports, concrete caps and metal cabinet be remediated of all surface mold/algae/lichen and that the brick be tuck-pointed as necessary;
- 6) That the applicant provides a site plan to scale that accurately shows the right-of-way and ground sign location prior to submitting a sign permit with the Division of Building Standards;
- 7) That if applicable, the applicant shows any right-of-way encroachments on a site plan to scale and provides to the City of Dublin Division of Engineering and/or ODOT for review and determination on whether or not this encroachment is acceptable to the City of Dublin and/or ODOT to the satisfaction of the City Engineer; and
- 8) That the applicant acquires a right-of-way encroachment agreement from the City of Dublin and/or ODOT if a right-of-way encroachment exists and is determined to be acceptable to the City of Dublin and/or ODOT to the satisfaction of the City Engineer.

**Votes:** Ms. Klus, yes; Mr. Krawetzki, yes; Sergeant Stoll, yes; Mr. Fagrell, yes; Mr. Hendershot, yes; and Ms. Rauch, yes.

[The Minor Project was approved 6 – 0.]

### ADJOURNMENT

Ms. Rauch asked if there were any communications from Staff. Hearing none, she adjourned the meeting at 2:30 pm.

