



MEETING MINUTES

Administrative Review Team

Thursday, April 13, 2023 | 2:00 pm
Development Building

CALL TO ORDER

Ms. Rauch welcomed everyone and called the meeting to order at 2:02 pm.

ROLL CALL

ART Members and Designees present: Jennifer Rauch, Planning Director, (Chair); Jenna Goehring, Economic Development Administrator; Michael Hendershot, Sr. Civil Engineer; Shawn Krawetzki, Landscape Architect Manager; and Jake Stoll, Sergeant of the Police Department, arrived for the third case.

Staff Members present: Christopher Will, Planner II; Zachary Hounshell, Planner II; Daniel Klein, Planning Assistant; and Laurie Wright, Administrative Assistant II.

Consultants: Dan Phillabaum, Landplan Studios, LLC

Applicants present: Case 1: Dave Kerr, DK Architects (representative for the applicant)
Case 2: Darrin Gray, Sign Vision (representative for the applicant)
Case 3: Chris Balough, Verdantas

Ms. Goehring made a motion and Mr. Hendershot seconded to approve the minutes from the February 9, 2023, meeting.

Votes: Ms. Rauch, yes; Ms. Goehring, yes; Mr. Hendershot, yes; and Mr. Krawetzki, yes.
[Minutes were approved 4 – 0.]

MINOR MODIFICATION

Ms. Rauch noted the minor modification for Revelry Tavern Patio.

DETERMINATION

1. Dublin Food Pantry at 6608 Dublin Center Drive, 23-011MPR, Minor Project Review

Minor modifications to an existing building for a new tenant. The 1.81-acre site is located ±200 feet northeast of the intersection with Bridge Park Avenue zoned Bridge Street District, Sawmill Center Neighborhood.

Staff Presentation

Mr. Klein presented an aerial view of the site and noted the 7,750-square-foot building has ±213 feet of frontage on Dublin Center Drive. The building was constructed in 1991 and has stood vacant since June 2020. The front

façade of the building was shown that faces east and has 48 spaces of front-loaded parking. He pointed out the cones surrounding the drainage basin. The rear of the existing building was presented, which is adjacent to the Rite Rug parking lot. He noted the existing roll-up door and landscaping.

The applicant proposed to relocate the existing front door on the far right to a more centered location and replace six soffit lights. One new awning and two new bollards were proposed for the west elevation along with the replacement of three wall packs and two soffit lights. The new wall packs, soffit lights, awning, and bollards all meet size and color requirements for the Bridge Street District Code. A driveway will be added to lead to the existing roll-up door. Both loading and trash will occur on the neighboring property through a 1999 Easement Agreement. The dumpster will be placed on the existing dumpster pad on the north end of the easement. All proposed site modifications are consistent with the applicable plans, policies, and regulations.

This application was reviewed against the provisions of Zoning Code Section 153.066. Planning recommended approval of the Minor Project with two conditions:

- 1) The applicant repairs the existing catch basin so that it is safe and functioning prior to occupancy; and
- 2) The applicant provides a detail of the build-up for the proposed driveway when applying for a building permit.

Ms. Rauch asked if the applicant had anything they wanted to add.

Applicant Presentation

Dave Kerr, DK Architects, 2960 Columbus Pike, Delaware, OH 43015, said he had nothing to add.

Questions for the Applicant

Mr. Hendershot asked the applicant to confirm the stormwater area by marking the plans and also show the location of the water service where the driveway is added.

Mr. Kerr – They are in the process of investigating the water service and will provide the requested information on the plans.

Mr. Krawetski – When an opening is made for the new driveway, there will be landscape left with dead ends. He suggested planting new shrubs on the ends to complete the planting bed.

Ms. Rauch requested more information about the new driveway and the location of the dumpster.

Mr. Klein presented the aerial of the site and pointed out the existing dumpster area where the new dumpster will be located. This is not a new drive but just a new pad.

Mr. Will – This area was built before the Bridge Street District was conceived.

Ms. Rauch – Since this is a new dumpster area, it will need to be screened to comply with the new Bridge Street District Code.

Mr. Kerr – He was not planning on doing any screening for the dumpster.

Ms. Rauch – Now screening is required by Code. A screening plan will need to be submitted, prior to obtaining a building permit. This will need to be added today as a Condition of Approval.

Ms. Rauch – She inquired about signage.



Mr. Will – There will be a separate sign application coming forward.

Public Comments

[None.]

Team Members' Discussion

Mr. Krawetzki – If the plants are left cut off where the new driveway is added there will be dead stubs left that are not likely to regenerate for a long time. He suggested working with staff to consider plant options to add on the ends and fill in the existing shrubs.

Ms. Rauch – Those stipulations should be added as a Condition of Approval.

Ms. Rauch motioned and Mr. Hendershot seconded to approve the Minor Project for minor modifications to an existing property and building for a new tenant with the following amended conditions:

- 1) The applicant repairs the existing catch basin so that it is safe and functioning prior to occupancy;
- 2) The applicant provides a detail of the build-up for the proposed driveway when applying for a building permit;
- 3) The applicant provide screening consistent with the requirements of the Code for the proposed dumpster, subject to Staff approval; and
- 4) The applicant work with Staff to finalize landscaping details around the proposed site modifications.

Votes: Ms. Goehring, yes; Mr. Krawetzki, yes; Mr. Hendershot, yes; and Ms. Rauch, yes.
[The Minor Project was approved 4 – 0.]

2. Veterinary Emergency Group - Sign at 3800 Tuller Road, 22-114MPR, Minor Project Review

Installation of two new signs on existing monument sign bases. The 1.87-acre site is located northeast of the intersection with Dublin Center Drive and zoned Bridge Street District, Sawmill Center Neighborhood.

Staff Presentation

Mr. Phillabaum presented an aerial view of the site, which is the former site for Chase Bank, and was constructed in 1987. The site faces Sawmill Road (east) but has vehicular access on just Dublin Center Drive (side/south) and Tuller Road (rear/west). Currently, the building is being remodeled to accommodate a Veterinary Emergency Group hospital. There are two existing ground signs comprised of brick matching the building for the monument bases with a cast stone cap - one perpendicular to Dublin Center Drive and the other adjacent to Sawmill Road, which is slightly larger. As part of the Bridge Street District area-wide rezoning, the height, size, location and other characteristics of the existing signs became nonconforming with the Bridge Street Code requirements and Sign Guidelines. With respect to the existing ground signs, the sign foundations and bases are to remain in their existing location, with the brick bases retrofitted to a smaller size, which brings the these elements closer to compliance with required setbacks. For modifications to existing signs in the Bridge



Street District that do not change in location or are replacements of the sign face in the same location, all numeric and dimensional requirements of the Sign Code under which the signs were initially constructed shall remain applicable. Sign quality and character, including materials, fabrication, architectural integration, illumination, colors & secondary images, graphic design & composition, and dimensionality shall follow the recommendations of the Bridge Street District Sign Guidelines.

Sign cabinets proposed are in compliance, retrofitting the bases to comply with setbacks. The same brick in the sign base will be reused. The proposed monument sign cabinet for the Sawmill Road location is 45.33 square feet in size at 5.33 feet in height and 8.5 feet wide. The aluminum panel will be built on the existing sign base (retrofitted) and consists of three colors: black for the background; white, push-through acrylic letters; and a logo using red, black and white. The proposed monument sign cabinet for Dublin Center Drive is the same but smaller at 20 square feet in size, 4 feet in height and 5 feet wide but both feature a consistent design. The cabinets will be internally-illuminated with LED lights but only the white letters will be illuminated; all other areas of the sign face will remain opaque at night.

Landscaping is present at the bases of both existing signs in compliance with Code. With the proposed modifications to the sign bases, Planning recommends that additional landscaping be incorporated around the base of both signs as necessary, following reconstruction.

Discrepancies were found between the field verification of the monument base distance from the right-of-way and what was documented on the plans. The applicant has proposed to reduce the monument base size to better relate to the size of the sign cabinets and comply with setbacks from the right-of-way.

Planning recommended approval of the Minor Project with four conditions:

- 1) That the applicant provide a professional survey of the as-built site conditions following the proposed retrofit of the sign bases for review by Engineering in order to verify that no encroachments into the rights-of-way exist;
- 2) That the sign bases maintain a consistent appearance and match the building, the existing brick be salvaged and reutilized in the reconstruction of the modified portions of the sign base, and that any new brick proposed be subject to Staff approval, prior to submitting for sign permits;
- 3) That landscaping be provided at the base of the signs where necessary, to fill gaps or replace damaged plant material resulting from the proposed modifications to the sign bases; and
- 4) That the proposed sign face thickness be increased from the specified 0.080-inch aluminum, to the 0.125-inch aluminum thickness, and that the proposed acrylic sign face elements be Solar Grade with a minimum thickness of 0.125-inch as recommended by the Bridge Street District Sign Guidelines.

Ms. Rauch asked if the applicant had anything they wanted to add.

Applicant Presentation

Darrin Gray, Sign Vision Co., Inc., 1021 Claycraft Road, Columbus, OH 43230, said he had nothing to add.



Questions for the Applicant

Mr. Krawetzki – When the brick portion of the monument sign is reduced in size, the cap may need to be reduced for the best aesthetics.

Mr. Phillabaum – The base caps will be completely replaced with new.

Mr. Hendershot – He asked if the applicant planned to modify the foundation after the bases were resized.

Mr. Gray – He said they plan to leave the foundation and landscaping the way it is.

Public Comments

[None.]

Team Members' Discussion

Mr. Phillabaum – The measurements he took in the field may be drawn slightly off for the size of the footing at 42 inches deep.

Mr. Hendershot – Storm sewer lines are within the utility easement so he suggested not disturbing the foundation.

Ms. Rauch – She thanked the applicants for changing the base to better match the new sign cabinet size.

Mr. Phillabaum – He reiterated the applicant will reuse the brick, as it matched the brick on the building.

Ms. Rauch motioned and Mr. Krawetzki seconded, to approve the Minor Project for the installation of two new signs on existing monument sign bases to be retrofitted.

Votes: Mr. Hendershot, yes; Ms. Goehring, yes; Mr. Krawetzki, yes; and Ms. Rauch, yes.

[The Minor Project was approved 4 – 0.]

INTRODUCTION

3. Remediation Trailer at 215 W. Bridge Street , 23-019MPR, Minor Project Review

Installation of a remediation trailer at an existing gas station. The 1.21-acre site is located southeast of the intersection with Corbin Mills Drive and zoned Bridge Street District, Historic Transition Neighborhood.

Staff Presentation

Mr. Hounshell presented an aerial view of the site and photographs of existing conditions, which have not changed over the past several years. The Marathon Station is in the center of the site with the active fueling station directly north, (visible from W. Bridge Street and Corbins Mill Drive) and a detached, self-service car wash to the rear of the property/south with a row of trees behind. Parking spaces (13) were identified throughout the site.

The proposed site plan revealed the previously installed remediation system at the property permitted in 2017 for Arcadis, the previous environment consultant to BP. That previous installation included eleven extraction wells and subsurface piping, and a sanitary sewer connection for discharging treated water effluent. Arcadis did not complete the installation of the trailer-mounted remediation system, fencing, temporary power service, or associated above-grade piping. The proposed project is largely the same as



what had been previously approved for this property. This multi-phase remediation system needs to address the soil and groundwater issues. The property has operated as a gasoline/retail facility since the early 1950's. Petroleum hydrocarbon related impacts are present within the soil and groundwater underlying the property that have resulted in an active Bureau of Underground Storage Tank Regulations (BUSTR) release. BP Products North America (BP) maintains liability for the BUSTR release; Antea Group and Verdantas LLC are the current consultants performing the work on behalf of BP. A trailer that is 35 feet, 9 inches in length (including trailer hitch) 8 feet, 4 inches wide, and 10 feet, 8 inches tall with an additional height of concrete block cribbing and treated lumber supports all need to be installed to best complete the remediation work along with several power poles proposed and overhead power lines.

This application is considered an introduction because the trailer is considered an accessory structure and needs to fit the setbacks and be properly screened given the proximity to the Bridge Street District. The ART usually approves the use of trailers on a more temporary basis but the applicant will be using it on a more on-going basis to complete the remediation, having proposed to keep it in place for 4 – 5 years. The applicant has identified potential locations where the trailer might be less visible and to partially screen it with a 6 foot wood, privacy fence, painted white and evergreens. Additional screening is needed to include the ground-mounted equipment. The proposed trailer and fence will be removed upon completion of the environmental remediation activities. Staff asked the applicant to find and consider alternative locations for the trailer.

The applicant has proposed three options:

Option 1: The trailer completely surrounded by a privacy fence would be located directly east of the Marathon Station, perpendicular to Bridge Street where there is current parking on site and replace the evergreens that currently screen the parking with Arborvitae to increase vertical screening.

Option 2: Flip the trailer completely surrounded by a privacy fence 90 degrees (perpendicular to Corbins Mill Drive) at that same location that would take up different parking spaces. Again, the existing evergreens would be removed and replaced with Arborvitae to increase vertical screening.

Option 3: Position the trailer completely surrounded by a privacy fence on the rear of the site, next to the car wash, aligned in the same direction, which leaves all current parking spaces available for the Marathon gasoline/retail facility.

The most preferred location by Staff is Option 3. The goal of this introduction is to understand what is preferred by the ART and what additional improvements would be needed in order for the ART to make a determination.

Applicant Presentation

Two applicants introduced themselves. Greg Frisch, BP Products, 5852 Jonathan Court, Medina, OH 44256; and Chris Balough, Verdantas, LLC, 4 Hemisphere Way, Bedford, OH 44146

Mr. Frisch – He explained the reasoning for the trailer. A remediation trailer speeds up the remediation process to be completed; the trailer would be removed in 2 – 4 years.

Questions for the Applicant

Mr. Krawetzki – He asked where the spillage is concentrated.

Mr. Frisch – The remediation area is around the gas pumps under the canopy and underground gas storage



tank.

Mr. Krawetzki – He confirmed the spillage is under the main canopy.

Mr. Frisch – The eleven extraction wells, subsurface piping, and sanitary sewer connection for discharging treated water take up a fairly large footprint on the site.

Mr. Balough – Subsurface improvements, including the extraction wells, are currently installed on the site.

Mr. Krawetzki – He asked if a new location would require new utility improvements.

Mr. Frisch – Everything was installed with the anticipation of Option 1, which was the original design and intent. However, the owner is in favor of putting the trailer next to the car wash to maximize the parking for the store; it would be a good fit there.

Mr. Hendershot – He asked about the discharge into the sanitary system with the new trailer. He wants to see documentation.

Mr. Balough – The remediation expels up to 10 gal/minute.

Mr. Hendershot – He asked about the proposed private power poles on the site and if a right-of-way permit is needed. He asked if electric lines are needed on private property.

Mr. Balough – No, that was proposed through the previous application in 2017. He was open to whatever works. The trailer is set up for power.

Mr. Balough – On the back side of the car wash there are railroad ties around shrubs.

Ms. Rauch – She liked the area by the car wash for the proposed trailer.

Mr. Krawetzki – He agreed. Existing shrubs can be replaced with a plant material that grows more vertical and infill can also be added.

Mr. Hendershot – Consider stormwater management. With the trailer above, make sure there will be no ponding.

Mr. Krawetzki – How the fence gets constructed and installed makes a difference for water flow.

Mr. Hendershot – He asked if remediation was occurring, currently.

Mr. Frisch – Yes, but to move things along, the trailer will replace the manual process.

Ms. Rauch – She asked if in the long term, if this will continue to be a problem.

Mr. Frisch – In the long term, issues surrounding the impacts on the soil should be minor.

Ms. Rauch – She asked if the applicant is not allowed to do what is proposed to speed up the process of remediation, what the alternative would be.

Mr. Frisch – Environmental Remediation could be completed as early as 1-2 years; ground water and soil requirements will need to have been met.

Mr. Krawetzki – He inquired about vehicular circulation at the rear of the property and visibility for the car wash.

Mr. Frisch – The trailer location next to the car wash will not affect the operation of the car wash or the vehicle stacking in the car wash area. The southern side of the car wash is one way and there is plenty of room to circulate.

Mr. Krawetzki – He suggested adding signage for safety.

Mr. Frisch – There are one way signs posted now but signage can be enhanced.



Public Comments

[None.]

Team Members' Discussion

Ms. Rauch – There will be further discussions on this matter and Staff will provide further comments.

COMMUNICATIONS

[None.]

ADJOURNMENT

Ms. Rauch asked if there were any other comments or questions. [None.] She adjourned the meeting at 2:50 pm.

