



# MEETING MINUTES

## Planning & Zoning Commission

Thursday, June 8, 2023

### CALL TO ORDER

Ms. Call, Chair, called the meeting to order at 6:31 p.m. and welcomed everyone to the June 8, 2023 Planning and Zoning Commission meeting. She stated that the meeting also could be accessed at the City's website. Public comments on the cases were welcome from meeting attendees and from those viewing at the City's website.

### PLEDGE OF ALLEGIANCE

Ms. Call led the Pledge of Allegiance.

### ROLL CALL

Commission members present: Rebecca Call, Kathy Harter, Mark Supelak, Jamey Chinnock, Lance Schneier  
Commission members absent: Kim Way, Warren Fishman  
Staff members present: Jennifer Rauch, Zachary Hounshell, Chris Will, Thaddeus Boggs

### ACCEPTANCE OF DOCUMENTS/APPROVAL OF MINUTES

Mr. Supelak moved, Mr. Schneier seconded acceptance of the documents into the record and approval of the 05-18-2023 meeting minutes.

Vote: Mr. Chinnock, yes; Ms. Harter, yes; Ms. Call, yes; Mr. Supelak, yes; Mr. Schneier, yes.  
[Motion approved 5-0.]

Ms. Call stated that the Planning and Zoning Commission is an advisory board to City Council when rezoning and platting of property are under consideration. In such cases, City Council will receive recommendations from the Commission. In other cases, the Commission has the final decision-making responsibility. Anyone who intends to address the Commission on administrative cases must be sworn in. She swore in those present who intended to provide testimony.

### NEW CASES

#### 1. Primrose School at 6445 Abbey Lane, 22-181MSP, Master Sign Plan

Request for a Master Sign Plan to permit two wall signs for an existing daycare building. The 1.37-acre site is zoned Bridge Street District, Office and is located southwest of the intersection of W. Dublin-Granville Road with Abbey Lane.

## **Staff Presentation**

Mr. Hounshell stated that this is a request for approval of the Master Sign Plan for the Primrose School within the Bridge Street District. Upon approval of the Master Sign Plan, the applicant may submit to Building Standards for permitting. A Master Sign Plan (MSP) is intended to enable businesses and other entities to utilize unique and creative signs to denote their organization and add unique characteristics within the City. Unique designs coupled with high quality materials and construction are intended to allow deviation from the typical standards of the Bridge Street District Sign Code. The Planning and Zoning Commission (PZC) is the final review body for new MSPs and for other modifications to previously existing plans. Organizations within the BSD and beyond are required to meet regulatory standards through the submittal of sign permits. This 1.37-acre site is located along the newly-created Abbey Lane, east of the intersection of W. Dublin Granville Road and Dublin Center Drive.

In February 2021, PZC reviewed and approved a Final Development Plan (FDP) for the development of the new two-story, 15,850-square-foot child daycare center. The FDP included a Final Plat (FP) application, which was approved by City Council for the dedication and construction of the new public neighborhood street (Abbey Lane) and the splitting of the site into two developable lots. The southern lot was developed with the Primrose School; the northern lot is currently vacant. Abbey Lane is the only public right-of-way adjacent to this site. Currently, there are no signs on this building. Signs were conceptually shown on the FDP submission, but were not considered with the application. The MSP includes the installation of 2 wall signs. A single tenant building is permitted up to one wall sign per street frontage. Wall signs in the Bridge Street District are permitted to be 1/2 square foot per linear foot of building wall or storefront width up to a maximum of 50 square feet, located on a wall facing a public street and located within the first story as appropriate to each building type.

The applicant is proposing a primary wall sign on the east elevation of the building, and a logo wall sign on the west elevation of the building. The primary wall sign is located along Abbey Lane. The sign is approximately 45 square feet in size and approximately 25 feet in height. The sign will be constructed of 0.5-inch, non-illuminated dark bronze letters pin-mounted to the Aged Copper metal panel above the front entrance. The building was approved and built with three decorative lighting fixtures to provide down lighting for the future wall sign. The proposed height of the sign exceeds the maximum height for wall signs in the district, which requires the approval of the MSP. The sign location is consistent with the location conceptually provided with the approved FDP. The applicant has worked with staff to simplify the design of the wall sign to create a dimensional sign that meets the aesthetic and creative requirements of a MSP.

The second wall sign will be a 20-square-foot logo sign on the west elevation of the building. The secondary logo wall sign is located adjacent to the parking lot entrance into the building, which is the primary entrance for visitors. The logo is identical in design to the wall sign on the east elevation, manufactured from 0.5-inch non-illuminated dark bronze metal. The sign will be installed at a height of 8 feet – 8 inches and illuminated by an overhead decorative fixture to match those utilized on the east elevation.

The request for a third wall sign on the south elevation has been removed to conform to the intent for Master Sign Plans.

Staff has reviewed this request against the applicable criteria and recommends approval with no conditions.

### **Applicant Presentation**

Darrin Gray, Director of Operations, Sign Vision Company, 1021 Claycraft Road, Gahanna stated that he is available to answer questions.

### **Commission Questions**

Mr. Schneier inquired if any thought had been given to a backlit sign, instead of having a light fixture for sign illumination.

Mr. Hounshell responded that the intent was to have non-illuminated signs. Staff has no objection to the proposed lighting, because the building is on a neighborhood street. The proposed lighting will complement the sign and provide visibility at night.

There were no other questions or discussion.

Mr. Supelak moved, Ms. Harter seconded approval of the Master Sign Plan with no conditions.  
Vote: Mr. Chinnock, yes; Ms. Harter, yes; Ms. Call, yes; Mr. Supelak, yes; Mr. Schneier, yes.  
[Motion approved 5-0.]

### **• PRESENTATION**

Mr. Will presented an overview of the Ohio University/West Innovation District. The City is in the early stages of updating its Community Plan. There is significant development interest in this area. This overview of the West Innovation District (WID) will be valuable to the Commission for future discussions. The City has 7 business districts; the WID is the most westerly of the districts. Avery, Shier Rings, Houchard and Post Roads border the approximately 1,100-acre district. There are many anchor sites within the district, including the Ohio University and OSU Wexner campuses, Sports Ohio, Darree Fields and the large VA Data campus, as well as the south fork of Indian Run. Much of the area is not incorporated into the City at this time. In planning the WID, there are a number of development policies and plans, the Zoning Code, Community Plan, Future Land Use, Thoroughfare Plan, the WID Special Area Plan, and the OU Framework Plan recommendations. The WID Special Area Plan will be updated as part of the Community Plan Update process. The WID development approval process involves the ART, PZC and City Council. The existing zoning districts in the WID are ID-1: Research Office District, ID-2: Research Flex District, ID-3: Research Assembly District, ID-4: Research Mixed Use District and ID-5: Research Recreation District. Mr. Will reviewed the WID Special Area Plan districts and the OU Framework recommendations. Although significant infrastructure does not yet exist, as the WID develops, the City will ensure there are high quality transportation and mobility options in the WID.

### **Commission Questions**

Mr. Schneier inquired about the reference to a passenger rail station.

Mr. Will stated that Central Ohio and MORPC are exploring providing Amtrak service to Central Ohio. They are also looking at the option of service between Chicago, Columbus and Pittsburgh. Dublin is positioned on that corridor, so it is exploring the feasibility options if that larger regional connection were to occur. The path would be adjacent to the WID District.

Ms. Call thanked Mr. Will for the interesting and exciting presentation regarding this unique area within the City.

### **COMMUNICATIONS**

Ms. Rauch noted the following upcoming meetings and items:

- There will be a Community Plan Update Envisioning Workshop on 6/21/23 at Ohio University.
- The 6/22/2023 PZC meeting has been canceled. The next regular meeting of PZC will be held at 6:30 p.m., Thursday, July 6, 2023.
- An executive summary of the Housing Study has been provided in Commissioners' packets.
- A new public meeting streaming service has been implemented; tonight's meeting is the first to be streamed via this service. City Council, ARB and BZA meetings also be streamed via this service.

### **COMMUNICATIONS**

- The next regular meeting of PZC will be held at 6:30 p.m., Thursday, June 8, 2023.

### **ADJOURNMENT**

The meeting was adjourned at 7:00 p.m.

  
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Chair, Planning and Zoning Commission

  
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Assistant Clerk of Council