



## MEETING MINUTES

# Administrative Review Team

Thursday, January 11, 2024 | 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, Deputy Director of Planning, (Chair); Brad Fagrell, Director of Building Standards; Jenna Goehring, Economic Development Administrator; Heidi Rose, Civil Engineer II; Jake Stoll, Sergeant of the Dublin Police Department; and Shawn Krawetzki, Landscape Architect Manager.

Staff Members present: Taylor Mullinax, Planner I; Jay Henderson, Planning Technician; Josh Reinicke, Civil Engineer II and Micole Champion, Administrative Assistant II.

Representative present: Case 1: Cara Hering, DK Architects

### APPROVAL OF MINUTES

Ms. Rose made a motion and Ms. Goehring seconded to approve the minutes from the December 14, 2023, meeting.

Votes: Sergeant Stoll, yes; Ms. Goehring, yes; Ms. Rose, yes; Mr. Fagrell, yes; Mr. Bitar, yes; Mr. Krawetzki, yes .

[Minutes were approved 6 – 0.]

### DETERMINATION CASE

#### 1. Z-Cucina – Case Number: 23-120MPR, Determination Case

Proposal for exterior modifications, including a new canopy, at an existing tenant space in the Bridge Street District. The approximately 1.3-acre site is zoned BSD-SRN, Bridge Street District, Scioto River Neighborhood and is located southeast of the intersection of Riverside Drive and Bridge Park Avenue.

### Staff Presentation

Ms. Mullinax presented an aerial view of the site zoned Bridge Street District - Scioto River Neighborhood, noting the site's location southeast of the intersection of Riverside Drive and Bridge Park Avenue. She noted that this is a request for exterior modifications of an existing tenant space that wishes to increase its brand presence on Riverside Drive. Modifications include a new freestanding canopy, black decorative trim on the existing balcony, painting a canopy and planter boxes black, and adding new planter boxes. Planning recommended approval of the Minor Project Review with no conditions.

## **Applicant Presentation**

Cara Hering, ELM Services, 2960 Columbus Pike, Delaware, OH 43015, introduced herself and offered additional information on the space. She mentioned the client would like to increase their brand experience and add a patio canopy to be used for seasons other than just spring and summer. Additionally, they're wanting to refresh planters, but the plants, trees and shrubs will remain.

## **Questions for Staff or the Applicant**

Mr. Bitar – Asked if there will be an enclosure added to the patio.

Ms. Hering – Stated that no, the client isn't prepared to do so at this time, but they recognize that if they decide to pursue an enclosure in the future, they would have to return for review and approval.

## **Public Comments**

[None.]

## **Team Members' Discussion**

Nothing further needed to be discussed.

Ms. Goehring motioned, Mr. Fagrell seconded, to approve the Minor Project with no conditions.

**Votes:** Mr. Fagrell, yes; Mr. Krawetzki, yes; Sergeant Stoll, yes; Ms. Goehring, yes; Ms. Rose, yes; Mr. Bitar, yes.

[Minor Project approved 6 – 0.]

## **COMMUNICATIONS**

[None.]

## **ADJOURNMENT**

Mr. Bitar asked if there were any comments for the good of the order. [None.] He adjourned the meeting at 2:09 pm.

