



## MEETING MINUTES

# Administrative Review Team

Thursday, March 14, 2024 | 2:00 pm  
Development Building

### CALL TO ORDER

Ms. Rauch welcomed everyone and called the meeting to order at 2:03 pm.

### ROLL CALL

ART Members and Designees present: Jennifer Rauch, 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: Zach Hounshell, Planner II; Bassem Bitar, Deputy Director of Planning; and Micole Champion, Administrative Assistant II.

Representative present: Case 1: Amanda Dunfield, Astra Studios

### APPROVAL OF MINUTES

Ms. Rauch made a motion and Ms. Rose seconded to approve the minutes from the January 11, 2024 meeting.

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

[Minutes were approved 6 – 0.]

Ms. Rauch made a motion and Ms. Rose seconded to approve the minutes from February 28, 2024 meeting.  
Votes: Sergeant Stoll, yes; Ms. Goehring, yes; Ms. Rose, yes; Mr. Fagrell, yes; Mr. Krawetzki, yes; Ms. Rauch, yes.

[Minutes were approved 6 – 0.]

### DETERMINATION CASE

#### 1. **J. Hilburn – Case Number: 24-033MPR, Determination Case**

Exterior modifications to an existing tenant space in the Bridge Park Development. The 1.6-acre site is zoned BSD-SRN, Bridge Street District Scioto River Neighborhood and is located northeast of the intersection of Longshore Street and Banker Drive.

### Staff Presentation

Mr. Hounshell stated that the applicant is proposing modifications to the tenant space within Bridge Park, Block B along Longshore Street including the removal of the existing storefront system and replacing it with a new design.

### **Applicant Presentation**

Amanda Dunfield, Astra Studios, 3126 Derby Road, Columbus, OH 43221, introduced herself and offered additional information on the space. She mentioned the client would like to improve the storefront to better represent their brand.

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

Ms. Rauch – Asked if the awnings will be over the whole window.

Ms. Dunfield – Yes.

### **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; Ms. Rauch, yes.

[Minor Project approved 6 – 0.]

### **COMMUNICATIONS**

[None.]

### **ADJOURNMENT**

Ms. Rauch asked if there were any comments for the good of the order. [None.] She adjourned the meeting at 2:13 pm.

