

# RECORD OF ACTION

## Architectural Review Board

Wednesday, January 29, 2025 | 6:30 p.m.

The Architectural Review Board took the following action at this meeting:

**MOTION:** Mr. Cotter moved, Ms. Cooper seconded, to accept the documents into the record and approve the minutes from the meeting on December 18, 2024.

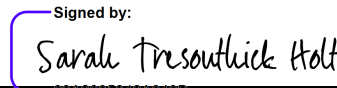
**VOTE:** 4 – 0.

**RESULT:** The documents were accepted into the record and the minutes were approved.

**RECORDED VOTES:**

Lisa Patt-McDaniel	Yes
Sean Cotter	Yes
Martha Cooper	Yes
Michael Jewell	Absent
Hilary Damaser	Yes

**STAFF CERTIFICATION**

Signed by:  
  

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Sarah Tresouthick Holt, AICP, ASLA  
Senior Planner

# RECORD OF ACTION

## Architectural Review Board

Wednesday, January 29, 2025 | 6:30 p.m.

The Architectural Review Board took the following action at this meeting:

**1. Laird Residence  
24-161INF**

**Informal Review**


Proposal:	Request for review and non-binding feedback for the construction of a new single-family home in the Historic District. The 0.27-acre site is zoned HD-HR, Historic Residential District.
Location:	PID: 273-013558, approximately 200 feet north of the intersection of S Riverview Street and Short Street.
Planning Contact:	Sarah Tresouthick Holt, AICP, ASLA, Senior Planner
Contact Information:	614.410.4662, sholt@dublin.oh.us
Case Information:	www.dublinohiousa.gov/pzc/24-161

**RESULT:** The Board provided non-binding feedback per Code Section 153.176E. They appreciated the good design start; roof angles were discussed, along with window sizes and the number materials initially proposed.

**MEMBERS PRESENT:**

Lisa Patt-McDaniel	Yes
Sean Cotter	Yes
Martha Cooper	Yes
Michael Jewell	Absent
Hilary Damaser	Yes

**STAFF CERTIFICATION**

Signed by:  
  
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Sarah Tresouthick Holt, AICP  
Senior Planner

# RECORD OF ACTION

## Architectural Review Board

Wednesday, January 29, 2025 | 6:30 p.m.

The Architectural Review Board took the following action at this meeting:

### 2. 48 S. High Street 25-004INF

### Informal Review

Proposal: Request for review and non-binding feedback on façade renovations to a Landmark Building. The 0.25-acre site is zoned HD-HS, Historic South District.

Location: 48 S. High Street.

Planning Contact: Rati Singh, Assoc. AIA, Planner I

Contact Information: 614.410.4533, rsingh@dublin.oh.us

Case Information: www.dublinohiousa.gov/pzc/25-004

**RESULT:** The Board provided the following non-binding feedback per Code Section 173.176E:

- Design should be vernacular and simple in approach.
- The applicant should consider using a preservation architect to assist with the application.

Note: The owner is interested in a Façade Improvement Grant for the proposed work.

### MEMBERS PRESENT:

Lisa Patt-McDaniel	Yes
Sean Cotter	Yes
Martha Cooper	Yes
Michael Jewell	Absent
Hilary Damaser	Yes

### STAFF CERTIFICATION

Signed by:

Rati Singh

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Rati Singh, Assoc. AIA  
Planner I



Community Planning and Development



5200 Emerald Parkway  
Dublin, Ohio 43017



614.410.4600  
dublinohiousa.gov

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# RECORD OF ACTION

## Architectural Review Board

Wednesday, January 29, 2025 | 6:30 p.m.

The Architectural Review Board took the following action at this meeting:

**3. Coffman House  
24-153MPR**

**Minor Project Review**

Proposal: Request for review and approval of a Minor Project Review for renovations to Giving Garden Beds at the Coffman House. The 1.286-acre site is zoned PUD: Coffman Park.

Location: 5300 Emerald Pkwy

Planning Contacts: Michaela Evans, Planning Assistant  
Sarah Tresouthick Holt, AICP, ASLA, Senior Planner

Contact Information: 614.410.4675, mevans@dublin.oh.us

Case Information: www.dublinohiousa.gov/pzc/24-153

**MOTION:** Ms. Damaser moved, Ms. Cooper seconded, approval of the Minor Project Review.

**VOTE:** 4-0

**RESULT:** The Minor Project Review was approved according to Code Section 153.176I.

**RECORDED VOTES:**

Lisa Patt-McDaniel	Yes
Sean Cotter	Yes
Martha Cooper	Yes
Michael Jewell	Absent
Hilary Damaser	Yes

**STAFF CERTIFICATION**

Signed by:  


Sarah Tresouthick Holt, AICP, ASLA  
Senior Planner

# RECORD OF ACTION

## Architectural Review Board

Wednesday, January 29, 2025 | 6:30 p.m.

The Architectural Review Board took the following action at this meeting:

### 4. 40 E. Bridge Street 24-142MPR

### Minor Project Review

Proposal:	Request for review and approval of a Minor Project Review of a remodel and construction of addition at a 0.31-acre site zoned HD-HR, Historic Residential District.
Location:	40 E. Bridge Street
Planning Contact:	Sarah Tresouthick Holt, AICP, ASLA, Senior Planner
Contact Information:	614.410.4662, sholt@dublin.oh.us
Case Information:	<a href="http://www.dublinohiousa.gov/pzc/24-142">www.dublinohiousa.gov/pzc/24-142</a>

**MOTION 1:** Ms. Damaser moved, Ms. Cooper seconded postponement of the Minor Project Review.

**VOTE:** 4-0

**RESULT:** The Minor Project Review was postponed.

### RECORDED VOTES:

Lisa Patt-McDaniel	Yes
Sean Cotter	Yes
Martha Cooper	Yes
Michael Jewell	Absent
Hilary Damaser	Yes

**MOTION 2:** Ms. Damaser moved, Ms. Patt-McDaniel seconded postponement of the Waivers.

**VOTE:** 4-0

**RESULT:** The Waivers were postponed.



### Community Planning and Development



5200 Emerald Parkway  
Dublin, Ohio 43017



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[dublinohiousa.gov](http://dublinohiousa.gov)

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**RECORDED VOTES:**

Lisa Patt-McDaniel	Yes
Sean Cotter	Yes
Martha Cooper	Yes
Michael Jewell	Absent
Hilary Damaser	Yes

**STAFF CERTIFICATION**

Signed by:

*Sarah Tresouthick Holt*

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Sarah Tresouthick Holt, AICP, ASLA  
Senior Planner



**Community Planning and Development**



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# RECORD OF ACTION

## Architectural Review Board

Wednesday, January 29, 2025 | 6:30 p.m.

The Architectural Review Board took the following action at this meeting:

**5. Code Amendments**  
**25-005ADMC**

**Administrative Request – Code Amendments**

Proposal:	Request for review and approval for Zoning Code Amendments to Sections 153.002, 153.048, 153.066, 153.176 regarding the Concept Plan review process, 153.037-153.042 and 153.236 regarding the West Innovation District, 153.158 regarding temporary signs for Special Events, and 153.076 regarding Property Nuisance regulations.
Planning Contact:	Jenny Rauch, AICP, Director of Community Planning and Development
Contact Information:	614.410.4690, jrauch@dublin.oh.us
Case Information:	www.dublinohiousa.gov/pzc/25-005

**MOTION:** Ms. Damaser moved, Ms. Cooper seconded recommendation of approval to Planning and Zoning Commission of Code Amendments to the Concept Plan process in the Historic District.

**VOTE:** 4-0

**RESULT:** The amendments to the Zoning Code Section 173.176F were recommended for approval and forwarded to Planning and Zoning Commission.

**RECORDED VOTES:**

Lisa Patt-McDaniel	Yes
Sean Cotter	Yes
Martha Cooper	Yes
Michael Jewell	Absent
Hilary Damaser	Yes

**STAFF CERTIFICATION**

DocuSigned by:  
*Jennifer M. Rauch*  
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Jenny Rauch, AICP  
Director of Community Planning and Development