

MEETING MINUTES

Administrative Review Team

Thursday, April 9, 2026 | 2:00 p.m.

CALL TO ORDER

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

ROLL CALL

ART Members and Designees present: Jennifer Rauch, Director of Community Planning and Development, (Chair); Jenna Goehring, Economic Development Administrator; Jake Stoll, Police Lieutenant; Shawn Krawetzki, Landscape Architect Manager; Heidi Rose, Senior Civil Engineer.

Staff Members present: Bassem Bitar, Deputy Director of Planning; Micole Champion, Administrative Assistant II.

Applicant present: Jena Kessler, MA Design

APPROVAL OF MINUTES

Ms. Rauch made a motion and Ms. Goehring seconded to approve the minutes from the August 14, September 11, October 9, and November 13, 2025 meetings.

Votes: Ms. Goehring, yes; Mr. Reinicke, yes; Mr. Stoll, yes; Ms. Rauch, yes; Mr. Krawetzki, yes.

[Minutes were approved 5-0]

DETERMINATION CASE

1. All In Dublin – Administrative Departure – Case Number: 26-016AD, Determination Case

Request for review and approval of an Administrative Departure to allow for a reduction in the width of some foundation planting beds associated with a new 75-unit multi-family building. The 1.59-acre site is zoned BSD-SCN, Bridge Street District – Sawmill Center Neighborhood and is located on the east side of Dublin Center Drive between W. Dublin Granville Road and Banker Drive.

Staff Presentation

Mr. Bitar stated that the Planning and Zoning Commission approved the Final Development Plan after several reviews for this project in January, and there were several Administrative Departures and Waivers associated with that. During the final design phase, the applicant assessed that accommodating the required 5-foot sidewalk along the east side of the building, maintaining separation from the adjacent parking area, and

providing the necessary 6-inch curb results in portions of the planting bed being slightly narrower than the 42-inch minimum width required by the Code. The applicant is requesting an Administrative Departure to permit these limited sections of the planting bed to be reduced to 37 inches in width. Staff has reviewed the proposed landscape plan and confirmed that the selected plant materials can be successfully accommodated within the reduced planting area. Therefore, staff recommended approval of the Administrative Departure, as the request is consistent with and satisfies all applicable review criteria.

Questions for Staff or the Applicant

Ms. Rauch requested that the applicant provide additional information regarding the proposed plant materials for the board's awareness. The applicant stated that hydrangeas and some shade trees were selected. Mr. Krawetzki suggested that the plants be planted at 2 feet to ensure they will not encroach the sidewalk in their mature growth. Ms. Rauch stated that she won't set any conditions for plants.

Public Comments

[None.]

Team Members' Discussion

Nothing further needed to be discussed.

Ms. Rauch motioned, Mr. Krawetzi seconded, to approve the Administrative Departure.

Votes: Mr. Stoll, yes; Ms. Goehring, yes; Ms. Rose, yes, Ms. Rauch, yes; Mr. Krawetzki, yes.
[The Administrative Departure was approved 5 – 0.]

COMMUNICATIONS

[None.]

ADJOURNMENT

Ms. Rauch asked if there were any comments for the good of the order. [None.] She adjourned the meeting at 2:06 p.m.