



MEETING MINUTES

Architectural Review Board

Wednesday, August 26, 2026

CALL TO ORDER

Mr. Cotter, Chair, called the Architectural Review Board (ARB) meeting to order at 6:30 p.m. in Council Chamber, 5555 Perimeter Drive. He welcomed public participation and stated that the livestream video of the meeting can also be accessed at the City's website. Public comments on the cases are welcome from both in-person meeting attendees and those viewing at the City's website. He explained the meeting procedures, noting that each case would begin with a staff presentation followed by the applicant's presentation, Board questions, public comments, and then Board deliberation. He requested that public comments be limited to three minutes or less.

PLEDGE OF ALLEGIANCE

Chair Cotter led the Pledge of Allegiance.

ROLL CALL

Board members present: Sean Cotter, Lisa Patt-McDaniel, Terry Seidel, Stasia Suleiman
Board members absent: Mark Stechschulte
Staff members present: Sarah Holt, Tori Brubaker

ACCEPTANCE OF DOCUMENTS AND APPROVAL OF MINUTES

Mr. Cotter moved, Ms. Patt-McDaniel seconded acceptance of the documents into the record and approval of the July 22, 2026 ARB meeting minutes.

Vote: Mr. Cotter, yes; Ms. Patt-McDaniel, yes; Ms. Suleiman, yes; Mr. Seidel, yes.
[Motion carried 4-0]

Mr. Cotter stated that the Architectural Review Board (ARB) is responsible for review of construction, modifications or alterations to any site in the Review District or area subject to ARB under the provision of Zoning Code Section 153.170. The Board has the decision-making responsibility on these cases.

CASE REVIEWS

Case #26-040MPR

61 S. Riverview – Conklin Residence

Minor Project Review

Proposal for exterior modifications to an existing building in the Historic District. The 0.13-acre site is zoned HD-HR, Historic Residential District and is located northwest of the Eberly Hill and South Riverview Street intersection.

Staff Presentation

Ms. Brubaker presented the case, a request for informal, non-binding feedback on a proposed one-story rear addition and exterior renovation at 143 South Riverview Street. The 0.21-acre site is zoned HD-HR, Historic District – Historic Residential and is located on the west side of South Riverview Street.

Ms. Brubaker described the existing conditions of the property, noting that the home is a minimal traditional style structure — a house type built extensively in the post-World War II era, characterized by simplicity, minimal decoration, and small scale. The site features a historic stone wall located approximately six feet from the home and a landmark tree at the front. She noted that in November 2024 the home's classification was changed from a landmark building to a background building, and that a previous informal review request for demolition had been tabled with the Board leaning toward disapproval.

Staff reported that all proposed improvements meet code and setback requirements. The existing detached garage sits within the rear yard setback but is a legal nonconforming structure requiring no further board action. The proposed addition is located at the rear of the home, infilling the existing L-shaped footprint.

Ms. Brubaker reported that staff had worked extensively with the applicant to bring the project into conformance with the Historic District Guidelines. The project was noted to have made substantial progress, particularly in meeting the fundamental elements outlined in the Guidelines for background buildings — including setbacks, massing, height, and preservation of the existing building form. Staff highlighted several positive aspects of the proposal, including the use of stone material on the front and north elevations, a matching stone treatment on the garage, and a gabled roof with projecting eaves resembling an open pediment.

Staff identified several areas of concern and recommendations for refinement:

Regarding the front elevation, staff observed that the proposed fenestration features openings of varying sizes and unequal proportions, which is inconsistent with the Guidelines' recommendation for more proportional openings. Staff also found the proposed open pediment to be more visually complicated than expected, noting that open pediments typically rely on symmetry, and that the current design creates visual confusion because the door is not centered beneath the pediment. Staff recommendations included bringing the overhang forward to create a stronger shadow line, reducing the size of the upper window to avoid interrupting the base of the pediment, creating greater symmetry in the window and door arrangement, and shifting the door to be centered beneath the projecting eave.

Regarding the rear and south elevations, staff found the roof shape to be more complex than necessary and suggested simplification. The applicant proposed board-and-batten siding on the existing L-portion and lap siding on the addition, with a stone water table at the base of both elements. Staff indicated that the existing L-shaped portion should utilize the stone material throughout to match the existing home, while accepting the use of a different material on the new addition to visually distinguish it as a newer element.

Board Questions

Ms. Suleiman asked for clarification regarding the stone wall depicted in the rear elevation rendering, confirming with staff that it was the historic stone wall referenced in the presentation and that the applicant intended to leave it in place.

Mr. Cotter sought clarification regarding the staff recommendation to bring the overhang forward, confirming that the intent was to create a more prominent shadow line to emphasize the entry

door as a focal point. Mr. Cotter also sought clarification on the rear roof offset, and staff confirmed the reference was to the roofline of the addition being slightly lower than the primary structure's ridge due to the infill nature of the design. Mr. Seidel asked whether staff had recommended closing the bottom of the open pediment; staff confirmed that no such recommendation had been made, and that the suggestion was focused on improving symmetry through fenestration alignment.

Applicant Presentation

David Johnson, 8965 Cove Drive, Plain City, presented on behalf of the applicant. He described the overall design intent as taking a 1950s-era, semi-modern home and giving it additional character and material quality commensurate with improvements occurring throughout the neighborhood. He explained that the homeowner's family member had moved into the home and that the goal was to provide a meaningful upgrade without altering the building's modest scale or historical character. He noted that an earlier, more historically elaborate design concept had been set aside in recognition of the property's background building status, with the revised approach focused on simplicity and the integration of Dublin-characteristic stone material.

Mr. Johnson explained that the garage would be veneered with the same stone as the house, with upgraded garage doors to unify the outbuilding with the primary residence. He described the front entry treatment as projecting the front wall slightly forward by approximately one foot to give the entry greater prominence, with cut stone detailing and gas lanterns flanking the door. He confirmed that the existing stone chimney would be veneered, not relocated, and that the rear windows and doors would be retained in their existing size and location. He noted that the rear addition infills the L-shape with a hip roof at a slightly reduced pitch — approximately three-to-one rather than the existing four-to-one — to avoid the addition's ridge intersecting the main roof ridge, and that the roof material would transition from asphalt shingles to dark bronze metal standing seam across the whole structure.

Board Discussion

On the front elevation open pediment and fenestration, Mr. Seidel stated that the most important single correction was to center the open pediment over the door, and that the applicant's suggestion of enlarging the gable triangle to better frame the entry was a reasonable approach. Ms. Suleiman agreed, noting that the architectural detailing descending from the pediment was not in equal alignment on both sides of the door opening, and that either extending the detailing to the left or centering the door and flanking elements beneath the pediment would resolve the visual inconsistency. Mr. Cotter noted that the historic district pattern for homes of this type tends to emphasize the entry door as a clear focal point, and that improving the pediment's relationship to the door would serve that purpose.

The Board also discussed the asymmetrical arrangement of windows on the front facade — three windows clustered to one side and a single window on the other. Mr. Seidel expressed a preference for considering a second window on the single-window side to achieve greater symmetry. However, Mr. Johnson explained that the single window serves a bedroom, and that the homeowner's preference was to retain a smaller window in that location. The board acknowledged the practical and privacy-related rationale.

Ms. Patt-McDaniel noted that the door's offset position relative to the pediment was the primary visual concern, and that the difficulty in assessing the rendering was partly attributable to the

perspective angle of the drawing. She added that the stone material proposal was appealing and expressed general support for the design direction.

The Board concurred with staff's recommendation to simplify the material palette on the rear elevation. Ms. Suleiman noted that three distinct materials on the rear elevation was visually busy and detracted from the architectural character of the design. Ms. Patt-McDaniel supported the approach of applying stone to the existing L-portion to match the primary structure, while using a distinct siding material on the addition to differentiate the new construction. Mr. Johnson agreed that the board-and-batten or a comparable vertical siding material on the addition would be studied further.

Mr. Seidel asked whether it would be feasible to match the addition's roof pitch to the existing four-to-one pitch. Mr. Johnson explained that doing so would cause the addition's ridge to intersect the main ridge, necessitating significant structural changes to the existing trusses. The reduced pitch of the infill hip roof was therefore a deliberate and practical design solution, and the use of metal standing seam at a lower pitch was noted as technically acceptable.

Mr. Seidel also raised the staff recommendation regarding the shadow line at the top of the pediment. Mr. Johnson indicated he would be open to adding a projected rake of six to eight inches, and personally agreed this would improve the appearance.

The Board expressed overall support for the project's direction. Ms. Patt-McDaniel commended the applicant for the thoughtful approach to updating one of the smaller homes on South Riverview Street in a manner consistent with the improving character of the surrounding neighborhood.

The Board provided the following non-binding guidance for the applicant to incorporate before returning for a formal minor project review:

On the front elevation, the Board suggested that the open pediment be adjusted so that it is centered over the entry door, whether by widening the gable, shifting the pediment centerline, or a combination of both approaches, without necessarily relocating the door. The Board also recommended that the overhang of the pediment be projected further forward to create a defined shadow line. Further study of the front fenestration arrangement was encouraged to achieve a more balanced and symmetrical composition.

On the rear and south elevations, the Board recommended that the existing L-shaped portion of the structure be re clad in stone to match the primary home, while the new addition would retain a distinct siding material — such as board-and-batten — to clearly differentiate the new construction.

Public Comment

Senior Planner Holt noted for the record that no public comment was received for this case.

Case #26-043INF

HD-HR – 25 S. Riverview

Informal Review

Request for review and non-binding feedback for the construction of a two story addition at 25 S. Riverview Street. The 0.26 -acre site is zoned HD-HR, Historic District – Historic Residential.

The case was postponed prior to the meeting at the request of the applicant.

COMMUNICATIONS

Revised Rules and Regulations

Ms. Holt advised the Board that revised rules and regulations had been included in the meeting packet for consideration and comment. She explained that the revisions were primarily intended to update terminology, including the current name of the Community Planning and Development department, which had changed over the years. Staff indicated that these updated documents were anticipated to be presented to City Council in the near future for adoption, alongside similar documents from the Planning and Zoning Commission and Board of Zoning Adjustment. Ms. Patt-McDaniel asked if the revisions were intended to harmonize procedural standards, such as notice requirements, across boards and commissions, and Ms. Holt confirmed this. No objections or additional comments were raised by the board.

Joint Work Session — September 1

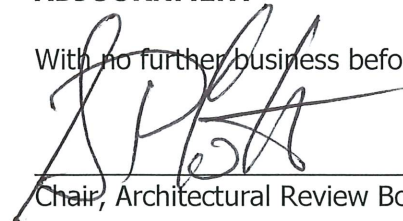
Ms. Holt reminded the Board of the upcoming joint work session scheduled for September 1st. Dinner was noted to begin at 5:30 p.m. in the building, with the work session starting promptly at 6:00 p.m. Senior Planner Holt requested that the Chair and Vice Chair prepare a brief presentation on annual project statistics, as well as any notable challenges or accomplishments, and encouraged the board to submit talking points to staff for forwarding to the Chair. Staff noted that the bulk of the session would be devoted to a mixed-use discussion under the Envision Dublin framework, and expressed that the Architectural Review Board's experience with mixed-use village districts would be especially valuable to that conversation. The Board was also asked to notify staff if unable to attend, as seating was limited.

Annual Tour — September 16

Ms. Holt announced that the annual board tour was scheduled for September 16th, with participants meeting at City Hall at 6:00 p.m. Buses and drivers would be provided. The tour would focus on the Riverview Village area, including stops to review Oscar's at 36-38 North High Street, the broader Riverview Village development, and the Donatos location that sustained damage from a car chase earlier in the year. Ms. Holt noted that the Board would have access to a room at CoHatch with views overlooking the construction area, eliminating the need to navigate active construction zones, and that the format would be weather-resistant. Ms. Patt-McDaniel confirmed with staff that she would be permitted to meet the group at the site rather than departing from City Hall.

ADJOURNMENT

With no further business before the Board, the meeting was adjourned at 7:11 p.m.



Chair, Architectural Review Board

Deputy Clerk of Council