



MEETING MINUTES

Architectural Review Board

Wednesday, April 23, 2025

CALL TO ORDER

Mr. Cotter, Chair, called the April 23, 2025 Architectural Review Board (ARB) meeting to order at 6:30 p.m. in Council Chamber, 5555 Perimeter Drive. He welcomed everyone 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 reviewed the meeting procedures for meeting attendees.

PLEDGE OF ALLEGIANCE

Mr. Cotter led the Pledge of Allegiance.

ROLL CALL

Board members present:	Sean Cotter, Martha Cooper, Hilary Damaser, Michael Jewell
Board members absent:	Lisa Patt-McDaniel
Staff members present:	Sarah Holt, Rati Singh

ACCEPTANCE OF DOCUMENTS AND APPROVAL OF MINUTES

Mr. Cotter moved, Ms. Cooper seconded acceptance of the documents into the record and approval of the January 29, 2025 meeting minutes.

Vote: Ms. Damaser, yes; Mr. Cotter, yes; Ms. Cooper, yes; Mr. Jewell, 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. The Chair swore in staff and applicants who planned to address the Board on any of the cases on the agenda.

CASE REVIEWS

Case #25-023INF
16 N. High Street
Informal Review

Request for review and non-binding feedback for building and site modifications. The 0.26-acre site is zoned HD-HC, Historic Core District and is located at 16 N. High Street.

Staff Presentation

Ms. Singh stated that this is a request for an informal review of site and building modifications. The 0.26 site is located at the northeast corner of North High Street and Eastwood Street and is zoned Historic District, Historic Core (HD-HC) with HD-HC to the north, south and west of the property. Historic Residential is on the east side across Blacksmith Lane. The site consists of two buildings, both of which are listed on the National Register of Historic Places. 16 N. High Street was built around 1843 and was originally built as a single-family home with a rectangular footprint and a two-story core. There are two gable wall dormers on the façade and the building uses limestone and standing seam metal roof. There are no modifications proposed to the building located at 22 N. High Street. [Photos of existing conditions shared.] The Board provided non-binding feedback in 2023 for a three-story mixed-use addition and demolition of the existing outbuilding and shed. A Concept Plan was approved in 2024 followed by an Informal Review of massing and form. Tonight, the applicant is requesting informal review of the proposed site improvements and modifications to accommodate a restaurant use. The applicant proposes to remove vehicular access from N. High Street and create a pedestrian path between 16 and 22 N. High Street. Also included is the resurface and restripe of the surface parking lot, which includes the addition of one area parking space as well as cleaning and enclosing the openings of the existing outbuilding that faces Blacksmith Lane. There is an addition of a dumpster enclosure behind 16 N. High Street. There are additional modifications proposed, including the removal of an unapproved HVAC unit, additional seating, umbrellas and planters to the front patio and the installation of a screen to the exhaust hood. Also proposed is bicycle parking between the buildings. Based on calculations, Code would require 20 parking spaces including one ADA space for the current use. The applicant is providing three onsite parking spaces including the ADA space and the rest will be offsite. Code says that if parking is provided offsite, it requires the public parking to be located within 600 feet.

The following discussion questions have been provided to guide the Board's discussion:

- 1) Would the Board support an off-site Parking Plan?
- 2) Does the Board support the site improvements (pedestrian walkway, enclosing the outbuilding's openings, location of bike parking, and the location and the size of the dumpster) as shown?
- 3) Does the Board support the proposed screening for the exhaust hood, or recommend any alternatives?
- 4) Other considerations by the Board.

Mr. Cotter asked how the City is looking at parking holistically. Ms. Holt stated that the Transportation and Mobility Department has been working on a curbside management project. She has worked with them on that. A comprehensive survey of parking spaces has been done so that the City has exact numbers. As part of that survey, they were able to monitor when each space and structure was used throughout the day. The data shows there is ample parking within the Historic District. That information can be included once this moves to the Minor Project Review stage.

Ms. Damaser asked if ARB could receive a report on the curbside management project. Ms. Holt committed to adding that to the OnBoard library.

Ms. Cotter stated that pedestrian and vehicle interaction must be well thought out. Ms. Holt agreed.

Ms. Cooper asked for the time frame during which parking was studied. Ms. Holt stated that counts were taken at every hour of every day over a period of 18 months. It was not a single point in time.

Applicant Presentation

Eliza Ho, Tim Lai Architect, 400 W. Rich Street, Suite 233, Columbus, stated that this project was brought to the board in 2023 as a much larger proposal with a mixed use building at the back of the site. At this time, the property owner wants to really focus on renovation of the front building. The concept the owner is trying to bring to Historic Dublin is fast casual Asian-style cuisine. The building footprint is small at only 1,600 square feet. The owner envisions that most of the business will be takeout. The patio on the east side will have tables and chairs. When they come back with an application for Minor Project Review (MPR), they will present renderings that show the seating layout. The owner has been working to rectify things that were not done properly. The Board has recognized the desire for Historic Dublin to be very walkable and by turning the existing driveway into a walkway, they are trying to address that.

Board Questions

Mr. Cotter asked about the trash enclosure placement. Ms. Ho stated that they envisioned that the trash truck would come from Blacksmith Lane, and this would be the most convenient location. The owner contacted the refuse collection company, and the frequency of pickup is once per week.

Ms. Cooper asked about moving the dumpster location closer to the existing garage. Perhaps that would be better visually from Blacksmith Lane and still accessible for the truck. She stated that she realizes there are mature trees there but that seems like a more concealed location. Ms. Ho stated they would have to study more that further and speak to the trash company. If there are other possible locations, they would definitely consider them. Mr. Jewell stated that there is a significant grade change on the lot. He also noted that the existing trees there are not being removed.

Mr. Cotter summarized by suggesting the applicant conceal the dumpster more if possible.

Ms. Damaser referenced the pocket park behind the garage and the pedestrian path and asked if there are plans to make it more obvious. Ms. Ho stated that in the first phase of the project, the intent is to keep it as is including the existing topography.

Mr. Cotter referenced the garage and asked why they chose to enclose rather than demolish the structure. Ms. Ho stated that in the first phase of the project, the goal is not to alter but stabilize the back of the site. Once the restaurant is established and successful, there will be additional improvements in Phase 2.

Ms. Damaser thanked the applicant for including the stabilization in this phase.

In response to questions as to whether the structure will be secured as well as stabilized, Ms. Ho answered affirmatively.

Mr. Cotter summarized that the Board is in support of the enclosure of the fan.

Ms. Cooper sought confirmation that the air conditioning unit will be moved. Ms. Ho stated that it will be relocated.

Board Discussion

Mr. Cotter referenced the discussion questions for Board feedback. Consensus was support for an off-site parking plan.

Mr. Jewell stated that the dumpster could be relocated in Phase 2.

Mr. Cotter stated that the Board is happy with the pedestrian walkway and the removal of the air conditioning unit.

As the case was an Informal Review requesting Board input only, no Board action was taken.

Public Comment

There was no public comment on the case.

Case #24-130MPR

48 S. High Street

Minor Project Review

Request for review and approval of Minor Project Review to allow for facade modifications to a Landmark Building. The 0.25-acre site is zoned HD-HS, Historic South District and is located at 48 S. High Street.

Staff Presentation

Ms. Singh stated that this is a request for a MPR at 48 South High Street for façade improvements. The 0.25-acre site is located at the southeast corner at the intersection of South High Street and Spring Hill Lane. It is zoned Historic District – Historic South and is surrounded by Historic South to the west and south, Historic Core to the north, and Historic Residential to the east. The applicant requested an informal review earlier this year, at which the Board provided non-binding feedback, including recommending that the design be vernacular and simple in approach and the applicant consider working with a preservation architect. The applicant has worked with a preservation architect and has modified the design to ensure that it aligns with historic photos. The property consists of two adjacent buildings located at 48 and 50 South High Street. The structures were added to the National Register of Historic Places in 1979. Currently, access to the first floor of 48 South High Street is via the rear of the building (Blacksmith Lane). There is no access to the first floor of the building from South High Street. The proposal will enable the first-floor pedestrian access from South High Street. Ms. Singh displayed historic photos of the site showing that the main entrance originally faced North High Street. The proposed improvements include removing the two bay windows and reestablishing an earlier door location as well as a new storefront window where an older window once existed. Following feedback received at the informal review, the applicant has simplified the architectural features in comparison to previously proposed historical elements. The applicant is proposing cedar shake shingles above the window and door. Staff recommends that a smooth MDF panel should be installed above those so that it does not look like an add-on. This is included as a condition of approval. The applicant plans to adjust the location of the awnings so that all three are in the same line from the bottom. The existing door awning is pre-

existing and does not meet the Code requirement that the lowest portion of an awning must be eight feet above the pedestrian walkway. The applicant proposed all three awning heights to be at six feet, eight inches. This is appropriate because eight feet would be too high and would not align with what is existing at 50 South High Street. The applicant also proposes using an aluminium clad wood window and door with a side light and vintage color with a pewter trim. The storefront door and trim are also proposed in the same color. Both the door and the window have Windsor Divided Lite muntins with spacers, which is equivalent to Simulated Divided Lite muntins. The applicant proposes Firesist awnings in black. Staff recommends the applicant provide a sample prior to building permit to ensure it meets the Historic District requirements. Existing landscaping near the bay window is proposed to be removed and replaced with brick pavers that would meet the Bridge Street Streetscape Character Guidelines. No foundation plantings are required as the building is on the right of way. The waiver is a request to allow the awning to be installed at the clearance of 6 feet, eight inches above the sidewalk.

Ms. Singh shared the MPR criteria and noted that they are met, met with conditions, or not applicable. Staff recommends approval of the waiver and MPR with the following conditions:

- 1) The applicant adjusts the location of the existing awning to ensure that all three awnings are installed at the same height and with the same clearance above the sidewalk and provides this information prior to Building Permit.
- 2) The applicant ensures that awnings are placed within the side wood pilasters and provides information prior to Building Permit.
- 3) The applicant provides fiberboard panel above the door and window instead of wood shakes, painted to match the color of the trim and provides information prior to Building Permit.
- 4) The applicant provides awning sample for staff review prior to Building Permit.
- 5) The applicant ensure that no signs will be proposed on the awnings with any future sign application.

Mr. Cotter confirmed the tops and bottoms of awning would be level. Ms. Singh stated that is staff's recommendation.

Applicant Presentation

Bob Deuberry, Providential Properties, LLC, 48 S. High Street, stated that they made the changes as suggested at the last ARB meeting. Mr. Deuberry stated he could adjust the awning over the door to look like the other two. Ms. Singh stated that the condition of approval is that they all align at bottom as well as the top. Mr. Deuberry agreed to do that.

Ms. Singh noted that staff will require revised renderings showing the changes. Mr. Deuberry indicated that he is agreeable to the conditions.

Public Comment

There was no public comment on the case.

Ms. Cooper moved, Mr. Jewell seconded approval of a waiver of Code Section 153.174(F)(1) requiring the lowest portion of an awning to be at least 8' above the sidewalk, to allow awnings to be installed at a clearance of 6'8" above the sidewalk.

Vote: Mr. Jewell, yes; Ms. Damaser, yes; Mr. Cotter, yes; Ms. Cooper, yes.
[Motion carried 4-0]

Mr. Jewell moved, Ms. Cooper seconded approval of the Minor Project Review with the following conditions:

- 1) The applicant adjusts the location of the existing awning to ensure that all three awnings are installed at the same height and with the same clearance above the sidewalk and provide this information prior to Building Permit.
- 2) The applicant ensures that awnings are placed within the side wood pilasters and provides information prior to Building Permit.
- 3) The applicant provides fiberboard panel above the door and window instead of wood shakes, painted to match the color of the trim and provides information prior to Building Permit.
- 4) The applicant provides awning sample for staff review prior to Building Permit.
- 5) The applicant ensure that no signs will be proposed on the awnings with any future sign application.

Vote: Ms. Damaser, yes; Mr. Jewell, yes; Ms. Cooper, yes; Mr. Cotter, yes.
[Motion carried 4-0]

Case #25-015MPR

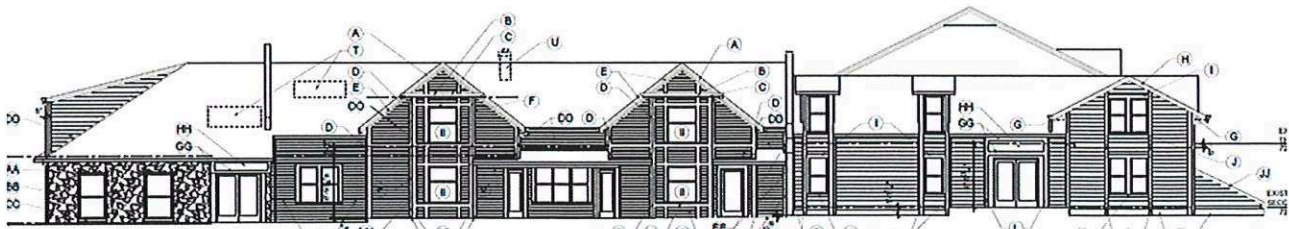
N. High Street Renovations

Minor Project Review

Proposal for renovations to three existing buildings in the Historic District that will be utilized as retail and office space. The 0.71-acre site is zoned HD-HC, Historic Core District and is located northeast of the North Street and North High Street intersection.

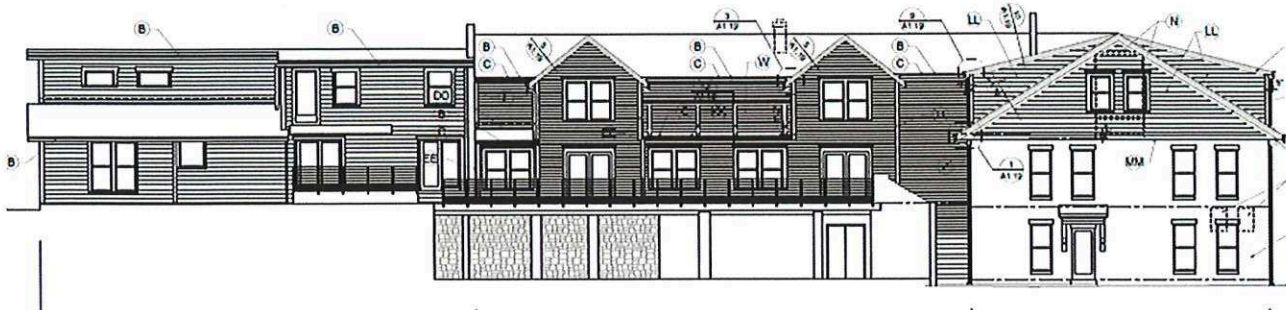
Staff Presentation

Ms. Holt stated that this is a request for Minor Project Review for renovations to 72/84 North High Street and 20 North Street, otherwise known as the old Oscar's site. The site is located at the very north edge of the Historic District. The project sits on three lots totalling about three quarters of an acre. The buildings located at 72/84 North High Street are classified as background. 20 North Street was unclassified in 2024. The Board heard an informal review for this project and at that time it was confirmed that the project would go through a Minor Project Review. 2009 was the last major review of this property and included variances by the Board of Zoning Appeals. The site is surrounded by a variety of both modern and historic buildings. Photos of existing conditions were displayed.



Ms. Holt referenced the above rendering of 72/84 North High Street to detail proposed renovations. The left side has new windows and doors and will retain the stone. The center portion has the signature feature box bay windows that are treated uniquely from the rest of that portion of the building. There are single hung windows, special trim detail and drop siding that will match the siding found underneath the plywood skin. This will be clad in 4-inch reveal lap siding. On the right

side, 7" horizontal siding will be used. There are new windows and doors. The gable and box bay detail has been simplified, which is appropriate for this newer section of the building. A rendering from the river was shown for reference.



Ms. Holt stated that this left side is largely hidden by 20 North High Street. It has the wider horizontal siding and new windows and doors but not a lot of changes. In the center, the stone foundation remains. It has narrow horizontal siding, adjusted windows and doors, and a new HVAC screening area. On the right section, windows have been added to help balance the façade. The existing air conditioning units are all going behind the centrally located HVAC screen. A new doorway is added with a shed roof feature and the top floor is going to have siding and new windows. The stucco will remain on the lower floors. Other elevations are largely unchanged and not visible. Staff is satisfied with the proposed changes as made by applicant.

Ms. Holt provided details on the renovations proposed to 20 North Street. The decking and railing spans across the link into 72/84 North High Street. The stairs come into the North Street right of way. That is subject to a condition of approval. The south elevation faces North Street and the north elevation faces the parking lot. In both instances, the windows have sills, trim and lintels as required by Code. The arrangement is less modern per discussion at the Informal Review. They kept the entire deck to break up the mass of the building. The deck cover is over a portion of the south-facing façade. The arched stone signature features are kept on both elevations. The deck runs the entire length of the north side of the building. The lower level is defined with individual door areas.

Ms. Holt reviewed the proposed materials. The siding is a variety of Hardie Plank of varying widths. There will be board and batten for 20 North Street. The body bay details on 72 and 84 North High Street have the actual wood drop siding to match the existing. The trim will be cedar or redwood with a smooth finish. The applicant is requesting a waiver to use borax or potash material in limited locations at the ground on 72 North High Street. Roofing for all buildings is proposed to be GAF Timberline in Pewter Gray. The material proposed for handrails and decking is proposed to be Timbertech (Driftwood) for smoothness, which requires a waiver. The windows and doors as proposed will also need a waiver. Proposed is an aluminum system colors varying per building. The siding is proposed to be three different colors to help break up the massing.

Colors are proposed as follows are SW2836 Quartersawn Oak for 72 North High Street, SW2828 Roycroft Pewter for 84 North High Street, Classical White for the stucco and siding. For the northern portion of the building and for all trim, gutters, and downspouts on 20 North Street, the Hardie Plank will be Mountain Sage. The trim under the deck roof and windows, door, deck railings, gutters and downspouts will all be SW7069 Iron Ore.

Ms. Holt reviewed the site plan. The modern walls are being kept. The historic column and perpendicular wall are also kept. The landscape is very structural to help with the street edge. There

are a variety of benches, bike parking and lighting proposed. The various different paving types are proposed to be consolidated in a single paving type of the same brick that matches the public paving on the City sidewalks. The North Street edge is divided into two phases that allows the Riverview Village utility work to be finalized. Progress is being made on moving the large equipment away from the North Street right of way. The installation timing for the landscaping is the subject of a recommended condition of approval. Along the North Street edge, there are a number of encroachments including the stairs, steps, patios and landscaping. This is also the subject of a recommended condition of approval. This will require right of way encroachment permits. The historic wall is the City's responsibility and is on the repair list. The applicant and staff have been working on coordinating the effort. At the rear of the site there is additional parking lot screening on the perimeter and in added islands. There is additional dumpster screening. There are demarcated ADA parking spaces and additional bike racks from Victor Stanley in silver. The applicant is proposing Victor Stanley benches to match the public ones but in silver to differentiate between the public realm and the private realm. Bollard lighting emphasizes the entry points and the pedestrian areas.

Three waivers are requested for aluminum windows, Timbertech decking and handrails, and the boral siding adjacent to the ground. Staff supports all three requests. All criteria for the Minor Project Review are either met, met with a condition or not applicable. Staff recommends approval of all waivers and the MPR with conditions.

Ms. Holt added that the applicant is going to continue to work with the City to coordinate the utility and road improvements and if the applicant gets ahead of those improvements, they are on notice that they may need to be relocated.

Mr. Jewell sought confirmation that the City is taking responsibility for the restoration of that portion of the stone wall. Ms. Holt stated that we don't want the City to do the repairs and have it damaged when the landscaping associated with this project is installed. The work will be coordinated between the applicant and City Asset Management staff. That would not have to come back before the ARB.

Ms. Cooper asked how any street work would impact the wall restoration. Ms. Holt stated that the street work may or may not impact it. It was initially thought that AEP might have some impact and now that will not be the case.

Applicant Presentation

Tim Bass, Bass Studio Architects, 36 King Avenue, Columbus, stated that staff's report was thorough. The siding in the box bay is a drop siding in actual wood because they cannot get that profile in cementitious product. The box bays have added trim in response to the Board's comments. The south end is a simplified box bay, horizontal siding. The 72 North High Street building has a simplified box bay, horizontal siding and an emphasized entry with a panel over it. There was much discussion about 20 North Street the last time they were before the Board and they heard the feedback. Now they are using an oversized trim around corner elements while the rest of the windows have normal header and sills. They are proposing a two-color scheme of sage and Iron Ore trim. Everything under the canopy is Iron Ore to give it a porch-like quality. Railings are the same around the project to provide unity to disparate pieces. The waiver for the material is so they did not have to put a wood handrail there and have people hurt themselves on splinters. They are proposing to maintain arch elements. The reason for the stair design is because of the existing wall.

Board Questions/Discussion

Mr. Cotter asked if there is irrigation there.

Ethan McGory, Garden Design and Landscape Architecture, 143 Tibet Road, Columbus, stated that they may use temporary irrigation during installation, but it is designed to be fine without permanent irrigation.

Mr. Jewell stated that the view improvement coming off of the bridge will look really good.

Mr. Cotter confirmed the applicant is clear on and agreeable to all conditions. Mr. Bass answered affirmatively.

Public Comment

There was no public comment on the case.

Ms. Cooper moved, Ms. Damaser seconded approval of the following waivers:

1. To allow aluminium windows and doors where 153.174 (D)(1) requires wood/wood-clad windows and doors;
2. To allow TimberTech decking and handrails where 153.174(J)(1)(a) requires wood or fiber cement materials; and
3. To allow Boral trim at indicated locations where 153.174(J)(1)(a) requires wood or fiber cement materials.

Vote: Mr. Cotter, yes; Ms. Damaser, yes; Mr. Jewell, yes; Ms. Cooper, yes.

[Motion carried 4-0]

Mr. Jewell moved, Ms. Damaser seconded approval of the Minor Project Review with the following conditions:

- 1) The applicant shall continue to work with the City to coordinate future utility and road improvements on North Street. The applicant shall understand that any immediate installation of stairs, steps, and/or plaza paving may precipitate future changes, up to and including removal/relocation at their cost, upon roadway and utility plan finalization. These installations shall require a right-of-way encroachment permit.
- 2) The landscape and hardscape along North Street, noted as Phase 2 on the Landscape Sheet, is required to be installed within 90 days of roadway improvements/utility installation or as determined by staff. Installation of all materials in the right-of-way, including lighting on N. High Street, shall require an encroachment permit.
- 3) Signs are not approved with this MPR and none shall be reviewed without approval of a separate Master Sign Plan (MSP). This MSP shall also include all building lighting and a photometric plan that accounts for all approved and proposed lighting, including the bollard lighting herein.

Vote: Mr. Cotter, yes; Ms. Cooper, yes; Mr. Jewell, yes; Ms. Damaser, yes.

[Motion carried 4-0]

COMMUNICATIONS

Ms. Holt shared the following:

- June 2, 2025, there will be a City Council reception for all board and commission members. Members were told to expect an invitation next week to City of Dublin email addresses.

- Tom Holton prepared a detailed PowerPoint presentation of Historic Dublin detailing individual properties throughout time. It has been uploaded into OnBoard for reference.
- Ms. Holt asked for feedback from the Board's tour on April 9, 2025. Ms. Cooper stated that the middle house on North Riverview was gone. Ms. Holt stated that 27 North Riverview is there next to Wing Hill. Mr. Cotter stated that it looked like most of the original building was gone. Mr. Jewell stated that it looked like they elevated the foundation. Ms. Holt stated that they knew the foundation would be raised two feet. Ms. Holt stated that the Board will see the fenestration return. Ms. Damaser requested that notes from the tour be presented for approval at the next meeting.

ADJOURNMENT

The meeting was adjourned at 7:52 p.m.



Chair, Architectural Review Board



Deputy Clerk of Council