



SPECIAL MEETING MINUTES

Architectural Review Board

Wednesday, June 17, 2020

CALL TO ORDER

Ms. Bryan, Chair, called the June 17, 2020 meeting of the Architectural Review Board to order at 6:30 p.m. and provided the following opening comments: "Welcome to a virtual meeting of the City of Dublin Architectural Review Board. The Ohio Legislature passed several emergency laws to address the pandemic, including the ability for public entities to have virtual meetings. We appreciate this ability to maintain our continuity of government. For the present time, we are holding our meetings online and live streaming those meetings on YouTube. You can access the live-stream on the City's website. The meeting procedure for each case this evening will begin with staff presentation followed by an opportunity for the applicant to make a presentation. The Board will then have the opportunity to ask clarifying questions prior to hearing public comment. Finally, the Board will deliberate on each case based on the information introduced. To submit any questions or comments during the meeting, please use the form under the streaming video on the City's website. These questions and comments will be relayed to the Board by the meeting moderator. We want to accommodate public participation and comment to the greatest extent possible. We welcome your comments on cases. Please use a valid name and address when submitting your comments and refrain from making any inappropriate comments."

PLEDGE OF ALLEGIANCE

Ms. Bryan led the Pledge of Allegiance.

ROLL CALL

Board Members present: Mr. Alexander, Mr. Cotter, Ms. Bryan, Mr. Kownacki and Ms. Kramb
Staff present: Ms. Rauch, Ms. Martin
Consultant: Greg Dale, McBride Dale Clarion

ACCEPTANCE OF DOCUMENTS

Mr. Kownacki moved, Ms. Kramb seconded, to accept the documents into the record.

Vote on the motion: Mr. Alexander, yes; Mr. Cotter, yes; Ms. Bryan, yes; Mr. Kownacki, yes; Ms. Kramb, yes.

(Approved 5 – 0)

Ms. Bryan briefly explained the rules and procedures of the Architectural Review Board (ARB) and swore in any staff or member of the public who planned to address the Board during the meeting. The Board has the responsibility to review and make recommendations on the following two Administrative Requests.

1. ARB Code Amendments – Historic Dublin, 19-007ADMC, Administrative Review - Code

Ms. Bryan stated that this is a request for feedback and recommendations (no vote) regarding revisions to the proposed Zoning District modifications, Historic Dublin boundary changes, amendments to the Zoning Code, and revisions to Appendix G under the provisions of Zoning Code Sections 153.232 and 153.234.

2. Historic Dublin Design Guidelines, 18-037ADMC, Administrative Review

Ms. Bryan stated that this is a request for feedback and recommendations (no vote) of comprehensive updates to the Historic Dublin Design Guidelines regarding design recommendations and discrepancies with Zoning Code requirements.

Background

Greg Dale, Consultant, McBride Dale Clarion, stated that he and Ms. Rauch would be leading the review of the draft ARB Code Amendments and Historic District Guidelines, which propose changes to the Zoning Code Land Use regulations that apply to the Historic District and the Historic District Guidelines. The Code and the Design Guidelines are separate but related documents. The Zoning Code provides the "shalls;" the Design Guidelines provides the "shoulds." This two-year process began with the creation of a stakeholder committee with interests in the Historic District. Four stakeholder meetings were held in 2018, and six public events were held, including open houses and office hours. Much time was spent working with the citizens and stakeholders to understand the underlying goals to be achieved. The results represent the consensus of the community. This is ARB's eighth review of the documents. It has been reviewed by the Planning and Zoning Commission (PZC), Community Development Committee (CDC) and City Council, and that input has been incorporated. Mr. Dale summarized the changes that have been made to date.

DRAFT HISTORIC DISTRICT CODE AMENDMENT REVIEW

The Board reviewed the draft and recommended the following revisions.

- Zoning Map Boundary Changes

Some members expressed concerns about the proposed zoning map boundary changes. Based on City Council's direction, the proposed boundary changes will remain in the draft map, but staff will communicate the members' concerns in future transmittals to the PZC and City Council.

- Uses

Revise Permitted Use Table 153.172A as follows:

1. Remove High Schools as a permitted use from the Historic Core (HC) and Historic South (HS) Districts;
2. Remove Hotels from the HC District;
3. Investigate whether the 8-guest unit limit for Bed and Breakfasts is reasonable;
4. Add Accessory Dwellings to the Historic Residential (HR) District;
5. Investigate permitting Residential in HC;
6. Add Conference Centers as a permitted use in the HC District;
7. Provide Definition for Artisan Production (HC and HS).

- Accessory and Temporary Uses

Under (h) Outdoor seating, revise counts toward lot coverage.

- Development Standards

Review and inclusion of a maximum building footprint in Table 153.173A: for Historic South -1,800 square feet, not to exceed 3,000 square feet per building, and Historic Residential – 25%. Add cross reference in Definitions to clarify measurement of Building Height.

- Setbacks

Provide guidance in Table 153.173B re. designation of Front Yard setback and front property line on a lot as being where the front door or postal address is located.

- Loading Standards

Revise the loading space requirements in Table 153.173F to be tied to uses, rather than square footage.

- Tree Preservation

In addition to Commercial Development, add the Tree Preservation requirements to New Residential Development, 153.173(H).

- Fences, Walls and Screening

Revise "street" walls in Section 153.173(I-4) to "stone" walls.

- Minor Project Thresholds

Reduce the square footage thresholds for Minor Projects in Section 153.176(I).

Public Comment

Alan and Mary Szuter, 80 Franklin Street, Dublin, OH, provided the following comments:

Comment #1:

Please permit (P) Residential in the Historic Core.

Comment #2:

- Please no hotels in any of the Historic Districts.
- You define "Bed & Breakfast" under the Permitted Uses chart, does that include Air BnB type uses?
- Accessory Dwelling should be permitted in Historic Residential.
- Why are food trucks allowed in the HR?
- Use of speakers within 500 feet of residential should be required to be cut off at 9:00 PM (4-6h).
- Do not change lot coverage from 50% to 45% for HR. The HR is more dense than the rest of the City.

Comment #3:

Continuation of comments from previous note-

- Rear yard setbacks at 20% would make ours 35 feet; it is currently 25 feet.

Comment #4:

Continuation of comments-

- Outdoor waste container storage should be required to adhere to the guidelines whenever the principal use of the building changes.

[Review of Draft Code continued.]

- Outdoor Waste Container Storage Containers

Require Commercial uses to comply to the same regulations as Residential uses.

- Signs

Regarding the requirement that signs can contain three colors, provide clarification that black and white are considered colors and a corporate logo counts as one color, regardless of the number of colors incorporated in that logo.

- Cultural Assessment

Recommended replacing the term archeological assessment with cultural assessment (or use both terms where needed), in Section 153.175A5, and Section 153.176J5; add definitions for Cultural and for Preservation Districts in Definitions.

- Review Criteria

Clarify that the applicant "or the applicant's representative" must demonstrate that they have technical expertise and experience with appropriate construction methods consistent with sound historic preservation practices.

- Minor Project Thresholds

Reduce the square footage thresholds for Minor Projects in Section 153.176(I).

- Appendix G

Include the Brown-Harris Cemetery and Ferris Cemetery in the list identifying outlying historic properties.

DRAFT HISTORIC DESIGN GUIDELINES REVIEW

The Board reviewed the Draft Historic Design Guidelines and recommended the following revisions:

- Neighborhood Character Description

Revise description in Section 2.3 to emphasize preservation rather than development, in particular the term "selective redevelopment" in the 4th item under Street Character.

- Structure

Due to the Historic Preservation nature of this document, revise the nomenclature from "structure" to "building."

- Architectural Styles

Revise description in Section 2.9 to better address context and vernacular issues. Delete third sentence of paragraph 1, first sentence of paragraph 2, and in paragraph 3, revise second sentence from "Each building...demonstrates...." to "Each building....may demonstrate..."

- Contributing vs. Non-Contributing Buildings

In Section 3.3, remove second bullet item re. Non-contributing buildings; use the definition from the Consultant's report, if desired.

- Maintenance and Construction

In Section 4.2, before Item A, add statement, "Following are common considerations regarding property maintenance and construction. The recommendations are not comprehensive in nature. Property owners should refer to the Secretary of the Interior's Standards with regard to appropriate maintenance and construction standards."

- Building Additions

Revise guidelines for new additions in Section 4.12A to incorporate the concept of "subordinate and secondary" as a key requirement. Provide Secretary of Interior's definition for "subordinate." Remove requirement in 4.12H that windows be smaller than the original building's windows, and eliminate 4.12I re. stone watertables.

- Graphic Illustrations

Provide language with the graphic illustrations to clarify they are simply examples of approaches to complying with the guidelines, to avoid limiting architectural and site design creativity.

[Review completed.]

NEXT STEPS

Ms. Rauch stated that the draft ARB Code Amendments Historic Dublin Design Guidelines would be revised with redlining per the Board's recommendations and provided for the Board's consideration at a Special Meeting on July 29. The revised documents and additional requested documents will be provided to members on July 10 to provide ample time for their review preceding the July 29 discussion.

ADJOURNMENT

The meeting was adjourned at 9:30 p.m.

Kathleen Bryan
Chair, Architectural Review Board

Judith K. Beal
Deputy Clerk of Council