



## MEETING MINUTES

# Administrative Review Team

Thursday, August 12, 2021 | In-Person at 2:00 pm  
5200 Emerald Parkway (old Council Chambers)

### CALL TO ORDER

Mr. Fagrell welcomed everyone and called the meeting to order at 2:01 pm.

### ROLL CALL

ART Members and Designees present: Brad Fagrell, Director of Building Standards (Chair); Colleen Gilger, Director of Economic Development; Michael Hendershot, Senior Civil Engineer; Shawn Krawetzki, Landscape Architect Manager; Chad Hamilton, Fire Department Inspector; and William Morris, Police Corporal.

Staff Members present: Chase Ridge, Planner II; Nichole Martin, Senior Planner; Zach Hounshell, Planner I; Madeline Capka, Planning Assistant; Nicole Hall, Planning Assistant; and Laurie Wright, Administrative Assistant II.

Applicants present: (Cases 1 and 2) Bob Przybulo, RJP Consult; (Case 3) Rodney Lafferty, SBA Network Services; and (Case 4) Steve Stavroff, Stavroff.

### APPROVAL OF MINUTES

Mr. Fagrell requested a motion for the approval of the minutes from the July 8, 2021, meeting. Mr. Krawetzki made a motion and Ms. Gilger seconded, to approve the minutes.

**Votes:** Mr. Hendershot, yes; Corporal Morris, yes; Mr. Hamilton, yes; Mr. Fagrell, yes; Ms. Gilger, yes; and Mr. Krawetzki, yes. The minutes were approved 6 – 0.

### INTRODUCTIONS/DETERMINATIONS

#### 1. **Starry Internet Wireless Co-Location at 6924 Riverside Drive, 21-111ARTW, Administrative Review - Wireless**

Installation of four new antennas and control cables on an existing monopole tower, and installation of ground equipment inside an existing fenced area. The 1.06-acre site is zoned Bridge Street District, Office Residential, and is located northeast of the intersection of Riverside Drive and Tuller Road.

#### **Staff Presentation**

Mr. Hounshell presented an aerial view of the site and photographs of the existing fence that surrounds the monopole tower, equipment shelter and ground equipment. The proposed elevation consisted of an existing 135-foot monopole and a 95-foot proposed antenna mount for four panel antennas, three junction boxes, one distribution box, and three prism ODUs that connect to the ground equipment. The proposed site plan included a four-foot by six-foot raised equipment platform and a ten-foot ice bridge between the ground equipment and the monopole. The proposed ground equipment will be located south of the existing monopole, ±three feet from the south screening fence [shown.] Wireless communications facilities are subject to review and determination under the standards and procedures of Chapter 99 of the City of Dublin Code of Ordinances for

a site located within the Bridge Street Corridor. This wireless communications facility was constructed prior to the adoption of amendments to Chapter 99, which requires screening of wireless communications facilities to be at least one foot higher than the structure(s) it is intended to screen, without exceeding 12 feet. The height of the existing wooden fence for screening is in slight disrepair, at 8 feet in height. Due to the disrepair of the fence, as well as the screening requirement not being met, Staff recommends that the existing fence be replaced with a new fence to meet the screening requirements of the Code.

This application was reviewed against the wireless communications facilities Review Analysis.

Mr. Hounshell stated approval is recommended for the proposed wireless communications facility with three conditions:

- 1) That the devices and supporting electrical and mechanical equipment shall maintain a neutral color that is identical to, or closely compatible with, the color of the supporting structure;
- 2) That the applicant replaces the existing fence with a new fence to meet the screening requirements of the Code, subject to Staff approval; and
- 3) That any associated cables or other wiring shall be trimmed to fit closely to the monopole.

### **Applicant Presentation**

Bob Przybulo, RJP Consult, asked if it is necessary to replace the fence; it is in good condition, just needing some paint and maintenance. So many trees and vegetation will need to be cut away to replace the fence. The only stretch of fence that can be seen by the right-of-way is on the south side. For 30 years, the fence has stayed in relatively good shape. To replace it now would result in more damage. The fence will need to be 10 feet in height to screen the ice bridge.

### **Team Member's Discussion**

Mr. Fagrell asked how one enters the area to get to the monopole tower.  
Mr. Hounshell said the entry faces the internal side.

Mr. Fagrell suggested bringing the fence up to the height of the eaves of the equipment building to screen the ground equipment.

Mr. Hendershot inquired if the other case being reviewed was required to have a taller fence.

Mr. Hounshell answered the other case has a taller chain link fence but was additionally required to be surrounded by evergreens.

Ms. Martin said a required screen and fence can differ from each other.

Mr. Fagrell suggested changing the south side of the fence to the height of the eaves to most of the ground equipment.

Ms. Martin suggested Staff modify the conditions of approval as there needs to be a solid screening on the south side provided by a fence built to the height of the eaves with the fence return. Proper maintenance is needed for the entire fence and to be painted to match the new fence material and color.

Mr. Przybulo said he would agree to the modified condition.

Mr. Hendershot asked if there was a lease agreement.

Mr. Przybulo answered affirmatively.

### **Public Comments**

No public comments were received on this case.



Mr. Hounshell stated approval is recommended for the proposed wireless communications facility with the four conditions, as amended:

- 1) That the devices and supporting electrical and mechanical equipment shall maintain a neutral color that is identical to, or closely compatible with, the color of the supporting structure;
- 2) That any associated cables or other wiring shall be trimmed to fit closely to the monopole;
- 3) That the applicant replaces the south boundary of the fence with a fence that extends to the eaves of the existing ground equipment shelter; and
- 4) That the applicant restores the remainder of the fence, and matches the new fence material and color to the existing material, subject to Staff approval.

Mr. Przybulo agreed to the amended conditions.

Mr. Fagrell requested a motion for the approval of the wireless communications facility. Mr. Hamilton made a motion and Mr. Hendershot seconded, to approve the wireless communications facility.

**Votes:** Corporal Morris, yes; Mr. Krawetzki, yes; Ms. Gilger, yes; Mr. Hendershot, yes; and Mr. Hamilton, yes.

[Wireless communications facility was approved 6 – 0.]

## **2. Starry Internet Wireless Co-Location at 4000 Hard Road, 21-112ARTW, Administrative Review - Wireless**

Installation of four new antennas on an existing, monopole tower, and installation of ground equipment inside an existing fenced area. The 65.25-acre site is zoned Planned Unit Development District, Northeast Quad, and is located north of Hard Road, ±750 feet west of the intersection with Emerald Parkway.

### **Staff Presentation**

Ms. Capka presented an aerial view of the site and photographs of the existing conditions. The existing 150-foot, monopole tower is located at Dublin Scioto High School, just east of the football stadium. There is a ±8-foot-tall chain link fence surrounding the base of the tower with additional evergreen landscaping surrounding the exterior for additional screening that exceeds the height of the fence.

The applicant proposed a new 110-foot antenna mount onto existing antenna equipment, including four new panel antennas, three junction boxes, one distribution box, three prism ODUs, and a 2-inch conduit connecting the antenna to the ground equipment. Three control cables mounted on the outside of the gray pole are to be similar in color. Electrical and mechanical ground equipment are to be mounted to a 4-foot by 6-foot raised equipment platform just south of the existing pole. A new, ±10-foot-tall ice bridge between the ground equipment and the field light pole were proposed [shown.]

Chapter 99 of the Code of Ordinances requires screening of wireless communication facilities to be at least one foot taller than the structure(s), and the existing evergreen landscaping around the facility satisfies this requirement. This application was also reviewed against the Wireless Communications Facilities Review Analysis, which it met with two conditions; approval is recommended:

- 1) That the devices and supporting electrical and mechanical equipment shall maintain a neutral color that is identical to, or closely compatible with, the color of the supporting structure; and
- 2) That any associated cables or other wiring be trimmed to fit closely to the structure.



## Public Comments

No public comments were received on this case.

Mr. Fagrell requested a motion for the approval of the wireless communications facility. Mr. Hendershot made a motion and Ms. Gilger seconded, to approve the wireless communications facility.

**Votes:** Mr. Fagrell, yes; Mr. Krawetzki, yes; Corporal Morris, yes; Mr. Hamilton, yes; Ms. Gilger, yes; and Mr. Hendershot, yes.

[Wireless communications facility was approved 6 – 0.]

### 3. Dish Wireless Co-Location at 6780 Coffman Road, 21-124ARTW, Administrative Review - Wireless

Installation of new antennas on an existing, tapered monopole tower, and installation of ground equipment inside an existing fenced area. The 72.59-acre site is zoned Rural District and is located northeast of the intersection of Coffman Road with Emerald Parkway.

#### Staff Presentation

Ms. Hall presented an aerial view of the site and noted the modifications are for an existing field light pole located at Dublin Coffman High School [shown.] The fully-developed site contains ±288,000-square-foot high school facility. There are various sport fields located in the northwest portion of the site, and the southern edge along Emerald Parkway.

The applicant proposed a new antenna mount and associated antenna equipment on the existing field pole light, which includes three new panel antennas, six RRUs, one over voltage protection device, and hybrid cables connecting the antenna to the ground equipment. Antenna equipment is to be mounted 156 feet above grade, measured from the centerline of the antenna mount. The height of wireless communications facility towers in non-residential zoning districts is limited to a maximum of 120 feet. Due to the existing conditions of the field light pole, the 120-foot height requirement will not be required to be met, as the field light pole was approved in 2015 to match the other field light poles located at Dublin Coffman High School. Chapter 99 states towers, antennas, other wireless communications facility support structures, and supporting electrical and mechanical equipment, shall either maintain a non-contrasting gray or similar color or have a galvanized steel finish. Planning Staff recommended that all equipment maintain a neutral color that is identical to, or closely compatible with, the color of the supporting structure. Any associated cable or other wiring should be trimmed to fit closely to the structure.

The applicant proposed the installation of new ground equipment and conduit system, which includes electrical and mechanical equipment that will be mounted to a 7-foot by 5-foot raised platform. The ground equipment is to be located north of the existing field light pole, ±6 feet south of the northern boundary of the compound. A new, ±10-foot-tall ice bridge was also proposed.

Chapter 99 of the Code of Ordinances requires screening of wireless communications facilities to be at least one-foot-higher than the structure(s) it is intended to screen, without exceeding 12 feet. This compound is enclosed by an approximately 12-foot tall CMU screening wall, and has additional mature evergreen landscaping surrounding the compound. This application was also reviewed against the Wireless Communications Facilities Review Analysis.



Ms. Hall stated approval is recommended for the proposed wireless communications facility with two conditions:

- 1) That the devices and supporting electrical and mechanical equipment shall maintain a neutral color that is identical to, or closely compatible with, the color of the supporting structure; and
- 2) That any associated cables or other wiring be trimmed to fit closely to the structure.

### Team Member's Discussion

Mr. Fagrell said if the existing tower is 150 feet above grade as noted in the Planning Report, how the proposed additional antennas can be mounted at 156 feet (6 feet above the pole).

Rodney Lafferty, SBA Network Services, verified the pole is 159 feet above grade and the Dish Wireless antenna equipment will be installed at 156 feet. The Verizon Wireless antenna will remain untouched.

Mr. Fagrell thought the drawings were not visually accurate. It was determined there was a lightning rod at the top adding to the height.

Mr. Krawetzki inquired about the location of the stadium lights.

Mr. Lafferty answered there are four sections of lights (one at 131 feet, 134 feet, 136 feet, and 139 feet) above grade.

Mr. Hendershot asked if the height of the pole met the Code requirements.

Ms. Martin answered the height meets the existing Code requirements and clarified this is not a monopole but rather a stealth structure so there is flexibility for the equipment to exceed 150 feet.

Mr. Hendershot confirmed the applicant was not adding impervious surface area.

Ms. Gilger noted the gate at the front of the enclosure differs from the rest of the 12-foot screening that appears to be brick and stone.

Mr. Lafferty clarified the gate is a slotted wood fence and not the same height as the screening walls.

Mr. Hounshell stated there is a large row of tall evergreen trees that prevent visibility of the wireless communications facility; the applicant is not required to change the height of the gate.

Mr. Hounshell asked for the exact height of the gate.

Mr. Lafferty said he will provide that information.

Ms. Martin suggested a condition of approval be added that the applicant will continue to work with Staff to verify the height of the gate and that any future ground equipment must meet Code.

- 3) That the applicant work with Staff to verify the height of the existing gate enclosure and that the gate properly screens the proposed ground equipment as set forth in the requirement of Chapter 99.

### Public Comments

No public comments were received on this case.

Mr. Fagrell requested a motion for the approval of the wireless communications facility. Mr. Hendershot made a motion and Mr. Hamilton seconded, to approve the wireless communications facility with three conditions.

**Votes:** Ms. Gilger, yes; Mr. Krawetzki, yes; Corporal Morris, yes; Mr. Fagrell, yes; Mr. Hamilton, yes; and Mr. Hendershot, yes.

[Wireless communications facility was approved 6 – 0.]



#### **4. Revelry Tavern at 6711 Dublin Center Drive, 21-125MPR, Minor Project Review**

Expansion of a patio space and associated site improvements for an existing tenant space. The site is zoned Bridge Street District, Sawmill Center Neighborhood and is located  $\pm 1,200$  feet west of the intersection of Dublin Center Drive with Tuller Road.

##### **Staff Presentation**

Mr. Hounshell presented an aerial view of the site and photographs of the existing conditions for the front/south and side/west facades. In February 2021, the Administrative Review Team approved façade improvements to the west façade that included the addition of a plaza and landscaping. The outdoor amenity space proposed today is similar to what was approved in February. Currently proposed: a  $\pm 115$ -square-foot expansion of the existing concrete patio space located west of the tenant space; 1,570-square-foot, galvanized steel trellis painted Caviar Black to match the existing storefront window frames of the tenant space and to cover the entire patio area reaching 11 feet in height; four columns to support the trellis are to be clad in brick to match existing brick used throughout the center; and shift the sidewalk west in conjunction with the installation of new landscape beds. The intent of the landscape area is to coordinate with the west façade landscaping and provide natural shade. Retractable black, vinyl-coated fabric sun shades are to be affixed to the top of the trellis for additional shade for the west-facing patio. The perimeter of the patio will be enclosed by a three-foot-tall, black aluminum wire-railing fence with a gate [shown.] Proposed patio furniture was also shown.

The sidewalk and landscape improvements require the removal of nine parking spaces adjacent to the proposed patio along the west façade of the building that will not have a significant impact on the parking as there is an abundance adjacent to the site. These modifications reduce the impervious surface from 2,075 to 1,757 square feet.

This application was reviewed against the Minor Project Review Criteria, which it met with one condition. Approval is recommended for the Minor Project with the following condition:

- 1) That the applicant continue to work with Staff to determine final plant materials and locations, prior to building permit submittal, and subject to Staff approval.

The applicant did not wish to add to Staff's presentation.

##### **Team Member's Discussion**

Ms. Gilger asked if the nine spaces being removed include any ADA spaces.

Mr. Hounshell answered those spaces were moved to the west.

Ms. Martin said an assessment was completed for the entire Dublin Center regarding ADA compliance and work was also completed for the curbs.

Mr. Krawetzki noted with the new site layout, it appears someone could pull into the remaining space next to the patio and park parallel.

Ms. Martin said this area is for loading and unloading, consistent with what was approved to the north. The surface will not be striped; a sign could be provided.

Mr. Hamilton asked if sunshades will just be installed on the ends.

Mr. Hounshell confirmed that the sunshades will be at the ends of the trellis. The sunshades are a black fabric with a vinyl coating.



A second condition of approval was added as follows:

- 2) That the applicant work with Staff to provide signage for the loading spaces proposed to the west of the patio improvements, subject to Staff approval.

### **Public Comments**

No public comments were received on this case.

Mr. Fagrell requested a motion for the approval of the Minor Project. Mr. Hendershot made a motion and Mr. Krawetzki seconded, to approve the Minor Project with the revised two conditions.

**Votes:** Mr. Hamilton, yes; Corporal Morris, yes; Ms. Gilger, yes; Mr. Fagrell, yes; Mr. Krawetzki, yes, and Mr. Hendershot, yes.

[Minor Project was approved 6 – 0.]

### **ADJOURNMENT**

Mr. Fagrell asked if there were any other comments or questions [Hearing none]. He adjourned the meeting at 2:45 pm.

