



**CITY OF DUBLIN.**

Land Use and  
Long Range Planning  
5800 Shier-Rings Road  
Dublin, Ohio 43016-1236

Phone/ TDD: 614-410-4600  
Fax: 614-410-4747  
Web Site: www.dublin.oh.us

## **ARCHITECTURAL REVIEW BOARD**

### **MEETING MINUTES**

**OCTOBER 26, 2011**

#### **AGENDA**

**1. boho 72 Boutique  
11-059ARB  
(Approved 4 – 0)**

**72 North High Street  
Sign Modifications**

**2. 2012 Annual Items of Interest  
09-062ADM  
(Approved 4 – 1)**

**Administrative Request**

Mr. Schisler called the meeting to order at 6:30 p.m. Other Board members present were Carl Karrer, Tom Currie and Tasha Bailey. City representatives present were Eugenia Martin, Jennifer Rauch, Jonathan Lee, and Libby Farley.

#### **Motion and Vote**

Tom Currie made a motion, seconded by Robert Schisler, to accept the documents into the record. The vote was as follows: Ms. Bailey, yes; Mr. Currie, yes; Mr. Schisler, yes; and Mr. Karrer, yes. (Approved 4 – 0.)

Mr. Currie noted a correction within the September 21, 2011 minutes on page 6 regarding condition number 3, stating *plumbed* should be changed to *plumb*.

#### **Motion and Vote**

Tom Currie made a motion, seconded by Carl Karrer, to approve the September 21, 2011 meeting minutes as corrected. The vote was as follows: Ms. Bailey, yes; Mr. Currie, yes; Mr. Schisler, yes; and Mr. Karrer, yes. (Approved 4 – 0.)

#### **Communications**

Eugenia Martin reviewed the newsletter. She stated an administrative approval was granted for 119 South High Street to replace the window and the wood doors, and changing the green paint on the back of the building to Realist Beige.

Ms. Martin said the November meeting date needs to be moved from Wednesday, November 16, 2011 to Tuesday, November 15, 2011 due to Council Chambers being unavailable.

Ms. Martin said the Board expressed a desire to complete two particular items on the 2011 Items of Interest before the end of the year. She asked whether the Board preferred to do the site visit or the site plan review exercise at the November meeting. She said then the remaining item can be completed at the December meeting. Ms. Martin said the Board could meet at 5:00 p.m. to complete the site visit exercise and return to Council Chambers by 6:30 p.m. for the regular meeting.

Tom Currie asked what type of site the board will visit. Jennifer Rauch said it would be a couple different sites and projects reviewed by the Board, to provide the Board the opportunity to see how the approved

plans look after construction. Robert Schisler said the Board should conduct the site visits in November and the site plan review exercise in December.

Ms. Rauch said City Council has met and reviewed their goals for 2011, which included an update and discussion regarding the progress of the Bridge Street Corridor. She said the video is now available online for those who wish to see the discussion.

Tasha Bailey asked if there is an update for the ATM located at BriHi Square. Ms. Martin said a revised application will be before the Board in November.

Mr. Schisler briefly explained the rules and procedures of the Architectural Review Board. He swore in those who wished to address the Board

**1. boho 72 Boutique  
11-059ARB**

**72 North High Street  
Sign Modifications**

Jennifer Rauch said this application is for review and approval of sign modifications for a new tenant within an existing retail building within the Historic District. She said the site is located at 72 North High on the northeast corner of North High Street and North Street. She said this building in conjunction with Oscars, which is located at 84 North High, as well as the building located at 20 North Street make up the northeast corner and share the parking lot located to the rear. She said across the street from the site is the Dublin Branch of the Columbus Metropolitan Library and to the south across North Street are various commercial uses.

Ms. Rauch said the site currently has an existing eight foot tall sign post with a sign arm located at six and a quarter feet in height. She said the sign post is a brown wooden post which is located four feet from the right-of-way. She said this is a non-conforming location, as Code requires sign to be located eight feet from the right-of-way; however it was previously approved in this location. She said as long as only the sign panel and sign face are changed and no modifications are made to the post, the sign post can remain its current location.

Ms. Rauch said the applicant is proposing to place a new six-square-foot sign panel on the arm. She said the propose sign panel meets the requirements for the number of colors, as well as the size, height, and secondary image requirements.

Ms. Rauch said it is Planning's analysis the proposed sign meets the criteria of the *Historic Dublin Design Guidelines* and the Zoning Code and approval is recommended, with one condition:

- 1) The applicant will be required to obtain a sign permit for the tenant sign panel before installation.

Tasha Bailey asked if the sign post is grandfathered. Ms. Rauch said the post is in a non-conforming location, and the tenant is allowed to keep the post and maintain the sign in the current location. She said if the tenant wanted to replace or move the post, the post would have to meet Code and be located eight feet from the right-of-way. Ms. Bailey asked if the Board has a say in what the post looks like. Ms. Rauch said the Board can request the post be painted a different color, but the applicant is not required to move the post.

**Motion and Vote**

Carl Karrer made a motion, seconded by Tasha Bailey, to approve the application because the proposed sign modifications meet the Zoning Code and the *Historic Dublin Design Guidelines*, with one condition.

One condition:

- 1) The applicant will be required to obtain a sign permit for the tenant sign panel before installation.

David Kline agreed to the condition.

The vote was as follows: Ms. Bailey, yes; Mr. Karrer, yes; Mr. Schisler, yes; and Mr. Currie, yes. (Approved 4 – 0.)

**2. 2012 Annual Items of Interest  
09-062ADM**

**Administrative Request**

Eugenia Martin reviewed the proposed 2011-2012 Annual Items of Interest which included Update the Appendix for the Properties Outside the Historic District, Historic Preservation Sustainable Practices, Historic Dublin Design Guidelines Update, and Inventory of Historical Properties in the District;

Robert Schisler asked if there will be a final version of the sign provisions within the Bridge Street Code for the Board to review. Ms. Martin said the comments made by the Board have been incorporated into the Code. Mr. Schisler asked if the board will have the opportunity to see how the comments have been incorporated. Ms. Martin said all of the Bridge Street Code drafts are available online and she will provide the most recent version of the draft Code at the November meeting. She said the Zoning Code book updates will be received too.

Mr. Schisler said he would like an explanation of how to go about conducting the inventory of historical properties, and the Board's responsibility in completing this item. Ms. Martin said the Board's role would include making suggestions of a policy regarding regular updates for the City's historical property inventory. She said the first four items were on the Board's 2010-2011 Annual Items of Interest and are proposed to continue into 2012 as the City's concentration has been on the Bridge Street Corridor which will have an impact on items of the list. She said in the budget there are proposed funds to hire a consultant to help complete the revisions to the *Historic Dublin Design Guidelines*.

Jennifer Rauch said the Inventory of Historical Properties in the District and the Appendix for the Properties Outside the Historic District will be more staff driven, but will be brought forward to the Board. She said Historic Preservation Sustainable Practices is a topic the Board can take charge of through research and identifying the types of sustainable practices to utilize in the District.

Tom Currie said the policy regarding the inventory and the appendix need to be included in the update to the *Guidelines*. Ms. Rauch said the Appendix for the Properties Outside the Historic District, is located within the Zoning Code, but includes a small number of historic properties. She said the goal was to review the entire list of historic properties within the City and determine which properties should be added. She said the Code requires review and recommendation by the Architectural Review Board and the Planning and Zoning Commission, and City Council would make the final decision.

Ms. Rauch said the Community Plan has a list of every property in the City with historic significance and Planning has reviewed the list to determine if additional properties should be added to the Code. She said it would be Planning's responsibility to identify these properties, as the property owners have not requested to be placed on the list and the process needs to be handled sensitivity. She said by adding a property to the appendix a property owner that wants to make modifications would be required to come before the Board for review and approval.

Mr. Karrer asked if there is a description of each property and what is significant about it. Ms. Rauch said Planning has an inventory that lists every historic property. She said each property has a detailed sheet that includes a picture and description of the structure, when it was constructed, significant details, if someone of significance in Dublin lived or had a business there. She said the inventory is on file in Planning and is used

to review properties that come before the Board. She said the update would ensure Planning has the most up-to-date information.

Ms. Martin asked if the Board agreed with the proposed Annual Items of Interest for 2011-2012, and requested the Board make a motion of recommendation of approval to City Council.

Mr. Karrer asked if public art review should be considered as an important characteristic of the Historic District, and the selection process of works displayed in the Historic District should have certain themes which commemorate specific people or places of significance to the District. He asked if there was a way to make a statement concerning this topic as a guideline or recommendation.

Ms. Martin said City Council had elected to have the Dublin Arts Council decide what is appropriate art throughout the City, including the Historic District. She said Planning could provide information about the art selection process, if the Board desired.

Mr. Currie said he would like to have a joint meeting with City Council to help determine what their vision is for the Historic District and the Architectural Review Board's role in that vision. He said it seems the Board has input on some things but not others.

Ms. Martin said Planning could provide general training session on the role of ARB and the expectations of the Board. She said the Board's role will become more evident as the Bridge Street Corridor Code continues to move forward. Ms. Martin encouraged the Board to attend the Bridge Street Corridor meetings and review the information on the website.

Mr. Karrer said the review process and the role of ARB seems constantly changing within the Bridge Street Code. Ms. Rauch the review process is currently under review based on the direction from the Planning and Zoning Commission and City Council. She said the draft Code will be completed by the end of the year and education regarding how to use the Code and the review process will take place after the Code adoption.

Mr. Karrer asked about the Board's input regarding the proposed area rezonings. Ms. Rauch encouraged the Board to attend the Planning and Zoning Commission's November 10, 2011 meeting, as property owners will have the opportunity to discuss the proposed area rezonings.

Mr. Currie expressed concerns about the Vision Plan, and that it does not state anything about what should be preserved. Ms. Rauch said Planning is working on a refinement to the Vision Plan which identifies planning challenges, significant features for preservation, architectural characteristics, as well as transportation concerns among other items. She said Planning is working on clarifying those areas and outlining the expectation throughout the Corridor and within the District.

#### **Motion and Vote**

Robert Schisler made a motion, seconded by Carl Karrer, to recommend approval of the 2012 Annual Items of Interest List to City Council.

The vote was as follows: Ms. Bailey, yes; Mr. Karrer, yes; Mr. Schisler, yes; and Mr. Currie, yes. (Approved 4 – 0.)

Meeting adjourned at 7:24 p.m.

As approved by the Architectural Review Board.