MEMORANDUM

TO: Members of the Architectural Review Board
Members of the Municipal Planning Commission

FROM: Lynda Bitar, Planning Coordinator

DATE: April 18, 2014

SUBJECT: Staff Memo for the Meeting of April 24, 2014

B. Architectural Review Board

1. **New**

a. Fencing – **868 Hartford St.** (Krysten & Tyler Phillips) **AR 13-14**

Findings of Fact & Conclusions

Background & Request:
The vernacular style house and detached garage on this 70' wide property were constructed in 1929, well before the Stafford Village apartments came in the 1970's. A portion of the apartment parking lot was built adjacent to the rear lot line of 868 Hartford St. The homeowners would like to install fencing along the rear and sides of the property.

Project Details:
1. The fencing would enclose the rear yard: portions are proposed extending north and south from the front of the garage; north from the northeast corner of the house; along the north side property line; and along the rear property line.
2. The proposed fence style is 6' high cedar solid picket fence with dog-eared pickets.
3. The homeowners would like privacy; screening from neighboring properties; and a safe place for their dog.

Land Use Plans:
Worthington Design Guidelines and Architectural District Ordinance
The recommendations in the Guidelines say "Select fencing appropriate for the house's period and style." and "Side yard fences should be open in style (avoid solid, opaque fences that block all views) and three to four feet in height. In the back yard, generally avoid fences over four feet in height; higher fences are discouraged but may be appropriate where a commercial use abuts a

residential property." The Architectural Review Board has typically approved 6' solid fences between single-family residential and commercial properties, and occasionally to screen homeowners from objectionable properties.

Recommendation:
Staff is recommending *approval* of the application, if consideration is given to using a lower, more open style of fencing along the north and south property lines and especially for the sections facing Hartford St.

Motion:
THAT THE REQUEST BY KRYSTEN PHILLIPS FOR A CERTIFICATE OF APPROPRIATENESS TO INSTALL FENCING AT 868 HARTFORD ST., AS PER CASE NO. AR 13-14, DRAWINGS NO. AR 13-14, DATED APRIL 10, 2014, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.

b. New Windows & Signage – **667 High St.** (Harold C. Baker) **AR 15-14**

Findings of fact & Conclusions

Background & Request:
A new retail shop named "Finery" is proposed for the former Emlolly Candy space, which is approximately 800 square feet in area. Replacement windows and signage are proposed to accommodate the new store.

Project Details:
1. New windows with white aluminum frames are proposed for the existing front and side storefront windows. The existing windows are wood and have some broken glass and framing. This proposal would keep the openings the same size and in the same locations. Because retention of wood windows is preferred, the applicant is willing to install wood trim around the windows to keep the look of the existing windows.
2. Signage is proposed to replace the existing, including a wall sign and projection sign. Both signs are proposed with gold lettering on a black PVC background that would look like wood. The 5' wide x 2' 11 ¾" high wall sign is proposed to be mounted on the front part of the roof. The 2' 6" x 1' 6" projection sign would be mounted on a bracket similar to the photo in the packet, at the second floor height at the north end of the shop.

Land Use Plans:
Worthington Design Guidelines and Architectural District Ordinance
There are recommendations in the Worthington Design Guidelines for use of traditional design and materials when renovating structures in the District. If windows must be replaced due to extensive deterioration, use new windows of the same size, design and profile (cross-section), to the greatest extent possible. The guidelines also say wood windows are preferred.

Guideline recommendations for signage include:

- Be efficient in using signs. Consider the audience – small signs can cater to pedestrians and can provide plenty of information in a small area. Try to use as few and as small signs as are necessary to get the business message across to the public.
- Use traditional sign materials and lighting. Traditional sign types most appropriate for Old Worthington include projecting, wall, awning and non-illuminated window signs. Painted wood, or material that looks like painted wood, is the most appropriate material for projecting and wall signs, with external lighting.
- Sign regulations permit signs that project up to three feet from a building wall. This traditional type of sign is appropriate in Old Worthington and can easily be made visible to both pedestrians and people in cars. Sidewalk signs are permitted in the Central Business District.
- Colors for signs in Old Worthington should be chosen for compatibility with the age, architecture and colors of the buildings with which they are associated. Signs must be distinctive enough to be readily visible but should avoid incompatible modern colors. Bright color shades generally are discouraged in favor of more subtle and toned-down shades.

Compatibility of design and materials, exterior detail and relationships, window treatment and signage are standards of review per the Architectural District ordinance.

Recommendation:
Staff is recommending *approval* of the application, if the look of the window treatment matches the look of the existing wood windows. The signage meets the Worthington Design Guideline recommendations.

Motion:
THAT THE REQUEST BY HAROLD C. BAKER FOR A CERTIFICATE OF APPROPRIATENESS REPLACE WINDOWS AND ADD SIGNAGE AT 667 HIGH ST. , AS PER CASE NO. AR 15-14, DRAWINGS NO. AR 15-14, DATED APRIL 11, 2014, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.

c. Demolition and New Grocery Store – **933 High St.** (InSite Real Estate, LLC/Fresh Thyme Farmers Market) **AR 14-14**

Findings of fact & Conclusions

There are two agenda items with information about this proposal. Please refer also to Municipal Planning Commission item, case #PUD 04-14, for additional information.

Background & Request:
The property at 933 High St. is comprised of 3 parcels with 2 office buildings (~40,000 square feet total) constructed in the early 1970's. A parking lot surrounds the buildings, with access from High St. by 2 drive entrances. The existing buildings are partially vacant and in disrepair. A proposal to construct a 57,000 square foot three story office building was approved by the

MPC in 2009, but the applicant never went forward to City Council for approval because he could not find users for the proposed office space.

InSite Real Estate, LLC would like to purchase the property, combine the 3 parcels into 1, demolish the buildings and construct a new building and site to house Fresh Thyme Farmer's Market grocery store. Fresh Thyme is a new company and this store would be one of its first in Central Ohio.

The existing zoning is C-3, Institutions and Offices, so the applicant has applied to zone the property as a Planned Use District (PUD). Architectural Review Board approval is required for changes to this property.

Project Details:
Development Standards from the PUD code are *italicized* and information specific to this plan are in standard text:

1. Allowable Uses:
   The mix of uses allowed in a PUD shall meet changing economic and demographic demands; permit implementation of development standards, plans, studies and guidelines adopted by the City Council; and/or provide the opportunity to retain and enhance the character of the City, and the health, safety and general welfare of the inhabitants.

   The allowable uses would be Grocery and Office Uses (as defined in Section 1123.542 of the Codified Ordinances). Hours of operation would be between 7:00 am and 10:00 pm.

2. Design Regulations:
   (a) *Character. The proposed PUD shall consist of an integrated and harmonious design with properly arranged traffic and parking facilities and landscaping. The PUD shall fit harmoniously into and shall not adversely affect adjoining and surrounding properties, Roadways & public facilities.*

   The site has been designed with the building at the southeast corner of the property. One drive entrance on the north side is proposed to allow the maximum amount of stacking for cars heading northbound and turning left into the site. Parking is proposed to the rear of the building. Adequate screening for the residential property owners to the north will be necessary.

   Typically, the building entrance from the Right-of-Way would be preferred. Due to the City's desire for the parking to be to the rear of the building and the store's need to have a location in the store for food storage and preparation, Fresh Thyme is proposing only one entrance located in the rear adjacent to the parking lot.

   (b) *Design. Site layout, Buildings, Accessory Structures, landscaping and lighting shall be compatible with or enhance the surrounding neighborhood and community.*

(1) Site Layout:

A. The building is proposed 32.1' from the High St. Right-of-Way for the northern part of the property, which is approximately 50' from the road. There is additional Right-of-Way adjacent to the southern part of the property that was obtained for highway purposes at some point in time. For that portion of the High St. frontage the building is proposed at 1.4' from the Right-of-Way.

B. Walkways and seating areas are proposed along the High St. side of the building, with a connection to the existing sidewalk at the south end. A connection is also needed at the north end. Sidewalks on the north and south sides of the building and a 26' wide drive aisle on the north side of the site would lead to the building entrance and parking lot to the rear. An additional seating area is proposed adjacent to the rear of the building, north of the store entrance. Specifications have been presented for tables, chairs, benches and trash receptacles. Cart corrals are proposed north and south of the entrance, adjacent to the building. No corrals are shown in the parking lot. Clarification of exact placement is needed. At the southwest corner of the building, a 2765 sf enclosed area is planned for deliveries and trash.

C. The parking lot would have approximately 117 parking spaces, including 5 accessible spaces. All parking is proposed to the rear of the building along the north, west, and south sides of the property. Access around the parking area would be by way of a 23' – 24' wide drive aisle circling the property. Additional parking is proposed in the middle. The turning radii have been designed to allow delivery vehicles comfortable access to the site. Landscape islands are shown throughout the parking lot.

D. The combination of parcels is requested as part of the approval.

(2) Building:

A. One building is proposed which would have 28,800 sf devoted to the grocery store and 2765 sf for the enclosed loading and trash area. A variance from Section 1174.03 (f) which limits retail uses to 20,000 square feet in gross floor area would be needed as part of the approval. No accessory structures are proposed.

B. The building is designed to look like a 2 story building with a flat roof, with the upper façade being a parapet that would screen the mechanicals on the roof. The main material planned for the building is a structural brick, which would be used for all 4 sides of the building. Brick pilasters are included on the east, north and south elevations, and larger protruding corner elements are proposed. Other materials proposed are: a stone veneer water table; stone accents; metal coping; fiber cement siding and trim for the main entry gable (west elevation); and standing seam metal

awnings above the windows. Samples have been provided, but specification sheets are needed for the brick and stone. The way the stone is shown extending up the pilasters, but not abutting the nearest windows, seems contrary to traditional design.

C. Proposed windows on the front and sides of the building are aluminum storefront style for the first and second floors. Second floor windows would have traditionally been smaller and simpler than first floor storefront windows. Due to these areas being the back of the store, and the second floor windows being false, spandrel glazing and shutters are proposed to screen the view through those windows. As spandrel glass is not typical for Worthington, alternatives should be given careful consideration. The rear windows are closer to the traditional fenestration seen in Worthington, with larger windows on the first floor and smaller windows on the second floor. The dark bronze windows should have wide muntins. Specification sheets will be needed.

D. At the entry, the stone in the water table would extend up to a gable which would have vertical fiber cement siding. Wood barn doors are shown on the plans that are fixed to the building, framing automatic sliding doors. On the front of the building, a more substantial feature is shown in the middle, with barn doors as a frame to the windows. The barn doors seem to be in character with the rear entry feature, but may not be appropriate on the front of the building. The placement of man doors on the front, especially the northernmost door, is awkward.

(3) Landscaping:
The submitted landscape plan shows a mixture of shrubs, ornamental grasses and perennials in planting beds along the north east and west sides of the building. Along the perimeter of the parking lot and in landscape islands 21 trees are proposed. Additional landscaping is desired at the west end of the parking lot and if possible along the north side of the drive.

(4) Lighting:
Gooseneck lamps are proposed at locations around the building, with wall packs being proposed on the south side to illuminate the sidewalk. Decorative light fixtures are proposed for the parking lot. The poles should not be higher than 15', and the concrete bases should not be exposed. Light is not permitted to shine on adjacent properties, and the light source should not be visible from off of the site. The photometric plan does not indicate 0 footcandles of light at the property lines., which will be required.

(5) Signage:
The applicant is proposing a freestanding sign along High St. and wall-mounted signs on the front and back of the building identifying Fresh Thyme Farmer's Market. Also, smaller product signs are shown above the windows

on the rear elevation. The design guidelines recommend minimizing the size and number of signs; free-standing signs should be monument style and as low as possible, and have a base appropriate to the building; traditional sign materials and lighting are preferred (wood or composite to look like wood; individually mounted lettering is preferred; no cabinet box signs or exposed raceways; external or halo illumination) and bright colors are generally discouraged. Sign size limitations and design standards should be set with the PUD Preliminary Plan approval, but final design could be approved with the Final Plan and ARB approvals.

(c) *Screening. Commercial and industrial uses, including parking facilities and refuse containers, shall be permanently screened from all adjoining residential uses.*

Properties north, west and south of the development would be screened with existing or new 6' wood board on board fencing. Additional landscaping may also be needed in those areas. The loading dock and dumpster would be inside the building.

(d) *Tract Coverage. The ground area occupied by all Buildings shall be balanced with green space to soften the appearance of the development.*

Tract coverage as shown is similar to the existing development. The addition of landscaping around the building and parking lot should help soften the appearance of the development. Additional street trees may be desired.

3. Traffic and Parking:

(a) Traffic. Adequate ingress and egress shall be provided. The proposed development shall be located so that reasonably direct traffic access is supplied from major thoroughfares and where congestion will not likely be created by the proposed development. Where potential congestion may be alleviated by installation of Improvements on streets abutting the development, the developer shall be required to pay the cost of the construction of Improvements and shall dedicate or deed lands necessary for street widening purposes when so required by the City. A traffic study shall be provided by the applicant as required by the City.

Safety to and from the site should be improved by reducing the number of curb cuts to one, and locating it on the north side of the property. No need for improvements in the Right-of-Way has been identified. Delivery Truck and service vehicles would only access the site between 7:00 am and 7:00 pm.

(b) Parking:

(1) *Design. Parking and service areas shall be designed and located to protect the character of the area.*

The parking lot is being screened with fencing and landscaping, which should protect the adjacent properties.

(2) <u>*Non-residential Uses*</u>. *Parking shall be adequate to serve the proposed uses, but shall in no case exceed one-hundred and twenty (120) percent of the parking requirement in Section 1171.01***.**

Clarification will be needed on the number of parking spaces, shown as 117 and 122 on different sheets. Per the existing Code, 200 spaces would be required. The shown parking should be adequate to serve the use.

(3) <u>*Bicycle Parking*</u>. *Bicycle parking should be adequate to serve the proposed uses.*

Bicycle racks are proposed along High St. and near the store entrance. Exact style, number of racks and locations will need to be identified.

4. <u>General Requirements</u>:
<u>*Environment*</u>. *The City may request environmental studies for the property, and may request and receive reports and studies from any agency having jurisdiction over the property, indicating whether there are any environmental issues that would affect the property and/or surrounding properties with the proposed development.*

No environmental issues have been identified. Storm water runoff from the site should be improved with detention of the water from the site.

<u>*Natural Features*</u>.
The Municipal Planning Commission shall not recommend a PUD unless it finds that such development preserves, restores, maintains and/or enhances: (1) Natural Features and (2) the character of the surrounding neighborhood and community. The Municipal Planning Commission shall not recommend a PUD if it finds that the Natural Features on such property have been or will be removed, damaged, altered or destroyed in anticipation of development until agreement is reached between the applicant and the Municipal Planning Commission on permanent restoration of Natural Features. All healthy trees 6" caliper or larger shall be retained, or replaced with total tree trunk equal in diameter to the removed tree, and this shall be documented as part of an approved Natural Features preservation plan and/or landscape plan. In the event the Municipal Planning Commission determines that full replacement would result in the unreasonable crowding of trees upon the Lot, or that such replacement is not feasible given site conditions, a fee of four hundred fifty dollars ($450.00) per caliper inch of trees lost and not replaced on such property shall be paid in cash to the City for deposit in the Special Parks Fund. Such deposits shall be used for reforestation on public property.

Trees and the slope at the west end into the creek are the Natural Features of the site. The applicant is proposing saving as many trees as possible; removing invasive plant species and dead or dying trees; and adding turf mat and rip-rap as necessary to prevent erosion on the slope. Tree replacement must be evaluated.

Public Area Payments.
The City Council shall determine whether a portion of such PUD should be dedicated on the plan to a public agency for park, playground or recreational uses. Such dedication may be required only if the City Council determines that there is a need for such property and that the dedication is related both in nature and extent to the impact that the proposed development will have on the parks and recreation system.

There is no land to dedicate.

Whenever commercial or industrial space is created as part of a PUD, then the developer or owner, as the case may be, shall make a cash payment to the City in the amount of one hundred dollars ($100.00) per 1000 gross square feet of new or expanded commercial or industrial space for deposit in the Special Parks Fund. Such deposits shall be used for costs associated with the City's parks, playground and recreation areas. This section shall not apply to any PUD for which a dedication of land to the City was required pursuant to subsection (A) hereof.
The public area payment required by this section shall be made prior to the issuance of the building permit for the project.

The required public area payment would be $3000.

Public Space Amenities. A minimum of one Public Space Amenity as approved by the Municipal Planning Commission shall be required for every five-thousand (5000) square feet of gross floor area of multiple family dwelling, commercial or industrial space that is new in the PUD. Public Space Amenities are elements that directly affect the quality and character of the public domain.

Amenities are indicated as follows:
- An accessible plaza designed for public use
- Seat walls
- Decorative planters
- Bicycle racks
- Decorative waste receptacles
- Decorative pedestrian lighting is listed as an amenity but not shown.

Land Use Plans:
Worthington Design Guidelines and Architectural District Ordinance
There are recommendations in the Worthington Design Guidelines to extend the pedestrian scale and walkability of the city's commercial heart. The Guidelines call for extension of the pleasant scale of Old Worthington into new areas; use of simple geometric forms and uncomplicated massing; parking areas located toward the rear; use of traditional materials, avoiding any use of

glass with reflective coatings; and traditional design. Use traditional sizes, proportions and spacing for first and upper floor windows. The standards of review in the Architectural District ordinance are:

1. Height;
2. Building massing, which shall include the relationship of the building width to its height and depth, and its relationship to the viewer's and pedestrian's visual perspective;
3. Window treatment, which shall include the size, shape and materials of the individual window units and the overall harmonious relationship of window openings;
4. Exterior detail and relationships, which shall include all projecting and receding elements of the exterior, including but not limited to, porches and overhangs and the horizontal or vertical expression which is conveyed by these elements;
5. Roof shape, which shall include type, form and materials;
6. Materials, texture and color, which shall include a consideration of material compatibility among various elements of the structure;
7. Compatibility of design and materials, which shall include the appropriateness of the use of exterior design details;
8. Landscape design and plant materials, which shall include, in addition to requirements of this Zoning Code, lighting and the use of landscape details to highlight architectural features or screen or soften undesirable views;
9. Pedestrian environment, which shall include the provision of features which enhance pedestrian movement and environment and which relate to the pedestrian's visual perspective;
10. Signage, which shall include, in addition to requirements of Chapter 1170, the appropriateness of signage to the building.
11. Sustainable Features, which shall include environmentally friendly details and conservation practices such as solar energy panels, bike racks, and rain barrels.

Worthington Comprehensive Plan Update & 2005 Strategic Plan

The plan calls this area the “Old Worthington Transition Area”, and recommends the creation of an additional pedestrian-oriented neighborhood retail node, and targeting desired retailers. Shortly after completion of the plan, Jubilee Foods closed in 2006. Worthington residents have been asking for a small specialty grocery store in or near Downtown Worthington since that time.

Recommendation:

Staff is recommending the ARB application be considered along with the PUD Preliminary Plan, but tabled until a PUD Final Plan is ready for approval.

C. Municipal Planning Commission

1. **Planned Unit Development** – Preliminary Plan

a. Zoning for New Grocery Store – **933 High St.** (InSite Real Estate, LLC/Fresh Thyme Farmers Market) **PUD 02-14**

<u>Findings of fact & Conclusions</u>

Background & Request:
The comments from the Architectural Review Board agenda item, case #AR 14-14, also apply to this application.

Project Details:

1. The comments from the Architectural Review Board agenda item, case #AR 14-14, also apply to this application.

2. Per Chapter 1174 of the Codified Ordinances, the Preliminary Plan submittal shall include the following:

   (a) *A legal description and vicinity map showing the property lines, streets, existing Zoning, and land uses within 300 feet of the area proposed for the PUD*

   A legal description has been submitted. The description and a Final Plat will need approval from the Franklin County Engineer's Office.

   (b) *Names and addresses of owners, developers and the registered land surveyor, engineer or architect who made the plan*

   The developer and future property owner is InSite Real Estate, LLC, 1400 16th St., suite 300, Oak Brook, IL 60523. The surveyor/engineer is Woolpert, One Easton Oval, Suite 310, Columbus, OH 43219. The architect is NORR, 719 Griswold St., Suite 100, Detroit, MI 48226.

   (c) *Date, north arrow and total acreage of the site*

   The submittal date was April 11, 2014; north arrows are shown on all pages necessary; and total site area is approximately 2.65 acres.

   (d) *A topographical survey of all land included in the application and such other land adjoining the subject property as may be reasonably required by the City. The topographical survey shall show two foot contours or contours at an interval as may be required by the Municipal Planning Commission to delineate the character of the land included in the application and such adjoining land as may be affected by the application. Elevations shall be based on North American Vertical Datum of 1988 (NAVD88)*

   See page C100.

   (e) *Existing Structures, parking and traffic facilities, Easements and public Rights-of-Way on the subject property as well as within 300 feet of the area proposed for PUD*

See page C100 for the subject property and High St. Right-of-Way.

(f) *Existing sewers, water mains, culverts and other underground facilities within the tract and in the vicinity, indicating pipe size, grades and exact locations*

See page C100.

(g) *The location of Natural Features and provisions necessary to preserve and/or restore and maintain them to maintain the character of the surrounding neighborhood and community*

Trees and the slope at the west end into the creek are the Natural Features of the site. The applicant is proposing saving as many trees as possible; removing invasive plant species and dead or dying trees; and adding turf mat and rip-rap as necessary to prevent erosion on the slope.

(h) *A tree preservation plan showing all existing trees 6" caliper or larger*

Plan number C101 shows retention of the trees at the perimeter of the property. The trees internal to the site would be removed and re- planted with the development as shown on the landscape plan, C400

(i) *A preliminary grading plan*

See sheet C300.

(j) *Preliminary design and location of Structures, Accessory Structures, streets, drives, traffic patterns, Sidewalks or Recreation Paths, parking, entry features, site lighting, landscaping, screening, Public Space Amenities and other features as required by the City*

The comments from the Architectural Review Board agenda item, case #AR 14-14, also apply to this application. The preliminary finished floor elevation is 860.50, which is close to the existing grade.

(k) *The proposed provision of water, sanitary sewer and surface drainage facilities, including engineering feasibility studies or other evidence of reasonableness of such facilities*

(1) Plan C300 shows:
   A. Connecting the new building to the existing 12" sanitary sewer along the south property line with a 6" lateral;
   B. Connecting the new building to the existing 6" water main on the west side of the High St. Right-of-Way with a 2" domestic water service;
   C. Removal of the existing 30" and 42" storm sewers on the south end and in the middle of the property;

D. Installing a new 54” storm sewer at the north end;
E. Installing 12” storm sewer at the north and south property lines;
F. Installing an underground storm water detention basin to collect the storm water from the site.

(l) *Parcels of land intended to be dedicated or temporarily reserved for public use, or reserved by deed covenant, and the condition proposed for such covenants and for the dedications*

This provision is not applicable.

(m) *Proposed Easements*

An easement would be necessary for the bypass storm sewer along High St. and across the site, and should be shown on the plat. There is already an easement along the south property line for the existing sanitary sewer.

(n) *Proposed uses, including area of land devoted to each use*

The entire site would be devoted to Fresh Thyme Farmer’s Market.

(o) *Proposed construction schedule*

The construction schedule has not been submitted.

(p) *Development Standards Text*

The Development Standards Text has been submitted, but will need additions and revisions.

(q) The Municipal Planning Commission and the City Council may require any additional information.

3. Included in the packet is a copy of the applicant’s presentation to be made at the meeting.

Land Use Plans:
The comments from the Architectural Review Board agenda item, case #AR 14-14, also apply to this application.

Recommendation:
Staff is recommending the PUD application be tabled until such time when information is sufficient for the Municipal Planning Commission to give the request a thorough review, and make a recommendation to the City Council.