

**MINUTES OF THE REGULAR MEETING  
WORTHINGTON ARCHITECTURAL REVIEW BOARD  
WORTHINGTON MUNICIPAL PLANNING COMMISSION  
VIRTUAL MEETING  
September 10, 2020**

The regular meeting of the Worthington Architectural Review Board and the Worthington Municipal Planning Commission was called to order at 7:00 p.m. with the following members present: Mikel Coulter, Chair; Thomas Reis, Vice-Chair; Edwin Hofmann; David Foust; and Susan Hinz. Also present were Scott Myers, Worthington City Council Representative; Lee Brown, Director of Planning & Building; and Lynda Bitar, Planning Coordinator. Commission member Kathy Holcombe, Secretary, and Architectural Review Board member Richard Schuster were absent.

**A. Call to Order - 7:00 pm**

1. Roll Call
2. Pledge of Allegiance – Tom Reis
3. Approval of minutes of the July 23, 2020 meeting

Mr. Reis moved to approve the minutes, and Mr. Foust seconded the motion. All Board members voted, “Aye,” and the minutes were approved.

**B. Architecture Review Board – New Business**

1. Fence – **609 Oxford St.** (Diane & Tim Smullen) **AR 46-2020**

Mr. Brown reviewed the following from the staff memo:

**Findings of Fact & Conclusions**

**Background & Request:**

The property is 60-feet wide and 252-feet deep sloping to the west. The house is a bungalow that was originally built in the early 1900’s. In 2003, a two-story rear addition was constructed, and in 2011 the house was extended further to the rear. Fencing is proposed at the rear of the property.

**Project Details:**

1. The property owners are proposing a 6’ high solid Cedar fence along the rear 60-feet of property line.

**Land Use Plans:**

**Worthington Design Guidelines and Architectural District Ordinance**

Fences have long been used to mark property boundaries, to restrict access to properties by people and animals and for decorative purposes. They serve these traditional purposes in Worthington and can add to the character of a neighborhood when they are well executed and properly cared for. Fencing should be open in style; constructed with traditional materials; 3’ to 4’ in height; in

the back yard; and of simple design, appropriate for the house style.

Consider using natural plant materials instead of fences. Various bushes and shrubs can be used to mark property lines or to set off private areas such as rear patios. Some of these may be evergreens; some may lose their leaves in the fall. Get good advice from a nursery or professional arborist about plant size, shape, rate of growth and care before choosing a natural fencing material. Whether natural or man-made, all fencing materials require maintenance. Do not let plants get overgrown or full of litter; keep wood fences painted or coated with opaque stain; keep metal fences from rusting; and watch for mortar loss and other deterioration in masonry walls.

**Recommendation:**

Staff recommended denial of this application as presented, as the proposed fence did not meet the recommendations found in the Design Guidelines. Any fence should be no higher than 4' and open in style.

**Discussion:**

Mr. Brown explained there were some modifications to the fencing for 609 and 601 Oxford St. Instead of a six-foot solid cedar fence, the fence would be more inline with the Design Guidelines. The fence would be a four-foot high picket style fence of a Craftsman style. Mr. Brown swore in the applicants, Mr. Tim and Mrs. Diane Smullen, 609 Oxford St., Worthington, Ohio. Mr. Smullen said they planned to match the fence with the color of the shed which is grayish brown. Board members did not have questions or concerns. Mr. Coulter asked Mrs. Bitar if there were any emails or callers and Mrs. Bitar said there were two emails and both neighbors objected to the six-foot privacy fence and they wanted the Smullen family to have a fence which would be in compliance with the Design Guidelines which is why they modified their fence design. Mrs. Bitar read the emailed questions and asked if the fence would be located on the property line and Mr. Smullen said yes. Mrs. Bitar asked if the old fence could be removed and Mr. Smullen said yes.

**Motion:**

Mr. Reis moved:

**THAT THE REQUEST BY DIANE & TIM SMULLEN FOR A CERTIFICATE OF APPROPRIATENESS TO INSTALL FENCING AT 609 OXFORD ST. WHICH WILL BE 4 FEET HIGH OF A PICKET BUNGALOW STYLE AND PAINTED TO MATCH THE EXISTING SHED AND BE IN ACCORDANCE WITH THE CITY OF WORTHINGTON'S DESIGN GUIDELINES, AS PER CASE NO. AR 46-2020, DRAWINGS NO. AR 46-2020, DATED JULY 21, 2020, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Ms. Hinz seconded the motion. Mr. Brown called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; Ms. Hinz, aye; and Mr. Coulter, aye. The motion was approved.

**2. Fence – 601 Oxford St. (Andrew & Melissa Smullen) AR 47-2020**

Mr. Brown reviewed the following from the staff memo:

## **Findings of fact & Conclusions**

### **Background & Request:**

The property is 46.5-feet wide and 252-feet deep sloping to the west. The house is a Craftsman house that was originally built in the early 1900's. Fencing is proposed at the rear of the property.

### **Project Details:**

1. The property owners are proposing a 6' high solid Cedar fence along the rear 60-feet of property line.

### **Land Use Plans:**

#### **Worthington Design Guidelines and Architectural District Ordinance**

Fences have long been used to mark property boundaries, to restrict access to properties by people and animals and for decorative purposes. They serve these traditional purposes in Worthington and can add to the character of a neighborhood when they are well executed and properly cared for. Fencing should be open in style; constructed with traditional materials; 3' to 4' in height; in the back yard; and of simple design, appropriate for the house style.

Consider using natural plant materials instead of fences. Various bushes and shrubs can be used to mark property lines or to set off private areas such as rear patios. Some of these may be evergreens; some may lose their leaves in the fall. Get good advice from a nursery or professional arborist about plant size, shape, rate of growth and care before choosing a natural fencing material. Whether natural or man-made, all fencing materials require maintenance. Do not let plants get overgrown or full of litter; keep wood fences painted or coated with opaque stain; keep metal fences from rusting; and watch for mortar loss and other deterioration in masonry walls.

### **Recommendation:**

Staff recommended denial of the application as presented, as the proposed fence did not meet the recommendations found in the Design Guidelines. Any fence should be no higher than 4' and open in style.

### **Discussion:**

Mr. Brown said he did not have anything further to add. The previous application had the same modified height and style of fence to be built. The fence will be painted the same as 609 Oxford St. Board members did not have any questions or concerns. There were no other emails or callers.

### **Motion:**

Mr. Reis moved:

**THAT THE REQUEST BY ANDREW & MELISSA SMULLEN FOR A CERTIFICATE OF APPROPRIATENESS TO INSTALL FENCING AT 601 OXFORD ST. WHICH WILL BE 4 FEET HIGH OF A PICKET BUNGALOW STYLE AND PAINTED TO MATCH THE EXISTING SHED AND BE IN ACCORDANCE WITH THE CITY OF WORTHINGTON'S DESIGN GUIDELINES, AS PER CASE NO. AR 47-2020, DRAWINGS NO. AR 47-2020, DATED JULY 21, 2020, BE APPROVED BASED ON THE**

## **FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Ms. Hinz seconded the motion. Mr. Brown called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; Ms. Hinz, aye; and Mr. Coulter, aye. The motion was approved.

### **3. Sign – 7174 N. High St. (SignMaster/Bright Tiger Dental) AR 48-2020**

Mr. Brown reviewed the following from the staff memo:

#### **Findings of Fact & Conclusions**

##### **Background & Request:**

This commercial building was constructed in 2002. The current tenants are Starbucks, ImmediaDent, Jimmy John's, SportClips and Blaze Pizza. At the time of development, the building owner agreed to a unified theme for signage and awnings which included similar sizes, coordinated colors, and internally illuminated channel letters. Text styles were allowed to be different. As tenants have changed over the years, the basic premise of the sign package has been followed, except a larger variety of colors has been allowed. Currently, the signs are red, blue, green, white, black and orange. The awnings across the front of the building were all changed to black when Blaze Pizza was approved in 2017.

The tenants located in the ImmediaDent space are requesting to change the signage on the front of the building to reflect the new name.

##### **Project Details:**

1. The proposed wall sign consists of 14 3/16" high and 203 1/16" wide black internally illuminated with white LED channel letters spelling "BRIGHT TIGER DENTAL" mounted flush to the fascia.
2. Clarification needed on how the holes left from the previous sign will be patched.

##### **Land Use Plans:**

###### **Worthington Design Guidelines and Architectural District Ordinance**

The Worthington Design Guidelines and Architectural District Ordinance recommend signs be efficient and compatible with the age and architecture of the building. Colors for signs should be chosen for compatibility with the age, architecture and colors of the buildings they serve, whether placed on the ground or mounted on the building. Signs must be distinctive enough to be readily visible but avoid incompatible modern colors such as "fluorescent orange" and similar colors. Exposed raceways or wiring are not desirable. The Architectural District Ordinance calls for design and materials to be compatible.

###### **Wilson Bridge Corridor**

###### **Wall-mounted Signs**

- Each business occupying 25% or more of a building may have one wall sign and one projection sign. Wall-mounted signs shall not exceed 40 square feet in area, and projection

signs shall not exceed 12 square feet in area per side.

- Businesses occupying 25% or more of a building on a parcel abutting more than one Right-of-Way may have a wall sign facing each Right-of-Way.
- Businesses occupying 25% or more of a building abutting the I-270 Right-of-Way may have a wall sign facing each Right-of-Way. Such signs may have a non-illuminated background up to 200 square feet in area. The graphic portion of such signs shall not exceed 100 square feet in area.
- Wall-mounted and projection signs shall be designed appropriately for the building and shall not be constructed as cabinet box signs or have exposed raceways.

**Recommendation:**

Staff recommended approval of this application if the Board members were comfortable with the applicant's response to how the existing holes from the current sign would be patched.

**Discussion:**

Mr. Brown swore in the applicant, Michael Mockler, representing Signmaster, on behalf of 7174 N. High St., Worthington, Ohio. All the holes would be patched with silicone and matched as close as possible to the existing color. Board members had no questions or concerns. There were no emails or outside callers.

**Motion:**

Mr. Foust moved:

**THAT THE REQUEST BY SIGNMASTER ON BEHALF OF BRIGHT TIGER DENTAL FOR APPROVAL OF A CERTIFICATE OF APPROPRIATENESS TO CHANGE THE SIGNAGE AT 7174 N. HIGH ST., AS PER CASE NO. AR 48-2020, DRAWINGS NO. AR 48-2020, DATED AUGUST 7, 2020, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Ms. Hinz seconded the motion. Mr. Brown called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; Ms. Hinz, aye; and Mr. Coulter, aye. The motion was approved.

**4. Deck – 707 Morning St. (Famiglia Homes/Aber) AR 49-2020**

Mr. Brown reviewed the following from the staff memo:

**Background & Request:**

The structure is a two and ½ story American Foursquare that was built in 1913 and is a contributing building in the Worthington Historic District. Additions and renovations have been constructed over the years including extension of the front porch to curve around the southeast corner of the house in the late 1990's. This application is a request to remove the existing small deck and replace it with a new larger deck.

**Project Details:**

1. There is an existing 10' x 3' deck off the rear of the home that provides access to an existing

paver patio. The existing deck is in poor condition and will be removed as part of this project.

2. Construct a new 12' x 18' deck with treated lumber painted to match the existing home.
3. The decking, rails and skirting will be painted to match the existing home with the spindles being painted white.
4. The proposed deck will not extend out past the existing southern sunroom bump-out.
5. The paver patio will stay in the current location.

**Land Use Plans:**

Worthington Design Guidelines and Architectural District Ordinance

Decks and patios should be limited to the rear of buildings. Decks should be built of wood and kept low to the ground. Finishes should be either paint or an opaque stain to match the color of the building or its trim. Patios may be constructed of concrete, stone or brick. Consider the style of the house when designing decks and patios, since some styles and some designs are not compatible.

**Recommendation:**

Staff recommended approval of this application, as the proposed deck was appropriate and located towards the rear of the structure.

**Discussion:**

Mr. Brown swore in the applicant, Mrs. Alainna Greene, on behalf of 707 Morning St., Worthington, Ohio. Board members had no comments or concerns. There were no emails or outside callers.

**Motion:**

Mr. Foust moved:

**THAT THE REQUEST BY FAMIGLIA HOMES ON BEHALF OF GARI ABER FOR A CERTIFICATE OF APPROPRIATENESS TO INSTALL A NEW DECK AT 707 MORNING ST. AS PER CASE NO. AR 49-2020, DRAWINGS NO. AR 49-2020, DATED AUGUST 21, 2020, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Ms. Hinz seconded the motion. Mr. Brown called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; Ms. Hinz, aye; and Mr. Coulter, aye. The motion was approved.

5. Patio, Wall, Pergola – **250 E. Granville Rd.** (Caren & Timothy Troester) **AR 50-2020**

Mr. Brown reviewed the following from the staff memo:

**Findings of Fact & Conclusions**

**Background & Request:**

This house at the northeast corner of E. Granville Rd. and Pingree Dr. is a one-story house that was constructed in 1959 and is located in the Architectural Review District. This is a request to remove an existing wood deck and install a new paver patio, seat wall and pergola.

**Project Details:**

1. Remove existing wood deck and replace it with a new 18’ wide by 20’ deep paver patio with a 12’ long seat wall along the western side of the paver patio.
2. Proposed 14’ x 13’ cedar pergola that will be 9.8’ in height.
3. The pavers and seat wall will be a natural limestone in color.

**Land Use Plans:**

Worthington Design Guidelines and Architectural District Ordinance

Decks and patios should be limited to the rear of buildings. Decks should be built of wood and kept low to the ground. Finishes should be either paint or an opaque stain to match the color of the building or its trim. Patios may be constructed of concrete, stone or brick. Consider the style of the house when designing decks and patios, since some styles and some designs are not compatible.

**Recommendation:**

Staff recommended approval of this application, as the proposed work was appropriate for the house.

**Discussion:**

Mr. Brown swore in the applicant, Mrs. Caren Troester, 250 E. Granville Rd., Worthington, Ohio. Board members had no questions or concerns. There were no emails or outside callers.

**Motion:**

Mr. Foust moved:

**THAT THE REQUEST BY CAREN & TIMOTHY TROESTER FOR A CERTIFICATE OF APPROPRIATENESS TO INSTALL A NEW PAVER PATIO WITH A SEAT WALL AND PERGOLA AT 250 E. GRANVILLE RD. AS PER CASE NO. AR 50-2020, DRAWINGS NO. AR 50-2020, DATED AUGUST, 24, 2020, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Mr. Reis seconded the motion. Mr. Brown called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; Ms. Hinz, aye; and Mr. Coulter, aye. The motion was approved.

6. Ground Platform Deck – **251 W. Dublin-Granville Rd.** (Cap City Decks & Patios/McKirnan) **AR 51-2020**

Mr. Brown reviewed the following from the staff memo:

**Findings of Fact & Conclusions**

**Background & Request:**

This house was constructed in 1961 and is a bi-level design located in the Architectural Review District. In 1998 a deck was added across the rear of the house at the upper level. A rear room addition was later approved by the Board in 2016. This request is to install a ground platform deck.

**Project Details:**

1. The ground platform deck will be 8' x 17.6' and will be 24" above grade.
2. Storm gray TimberTech will be used for the platform and the steps that will wrap on two sides of the deck.
3. The submitted site plan is inaccurate and does not accurately reflect what is currently on the site. Clarification is needed on the exact location of the proposed platform.
  - a. An updated site plan is needed.

**Land Use Plans:**

Worthington Design Guidelines and Architectural District Ordinance

Decks and patios should be limited to the rear of buildings. Decks should be built of wood and kept low to the ground. Finishes should be either paint or an opaque stain to match the color of the building or its trim. Patios may be constructed of concrete, stone or brick. Consider the style of the house when designing decks and patios, since some styles and some designs are not compatible.

**Recommendation:**

Staff recommended approval of this application if the Board felt comfortable once the applicant clarified the actual location of the platform. The proposed ground platform deck should be appropriate.

**Discussion:**

Mr. Brown said staff received updated information from the homeowner before the meeting and he shared with the Board members. Mr. Brown swore in the applicant, Mr. Hale McKirnan, 251 E. Granville Rd., Worthington, Ohio. Mr. Foust asked Mr. McKirnan if the platform deck would be lower than the main deck and Mr. McKirnan said yes, the platform would be 24" off the ground. Mr. Reis asked if the wood timber in front of the brick wall would be treated and how large they would be. Mr. McKirnan said the lumber would be treated, and they would be 6' by 6'. Board members had no other questions or concerns. There were no emails or outside callers.

**Motion:**

Mr. Reis moved:

**THAT THE REQUEST BY CAP CITY DECKS & PATIOS ON BEHALF OF HALE MCKIRNAN FOR A CERTIFICATE OF APPROPRIATENESS TO INSTALL A GROUND PLATFORM DECK AND REPLACE THE EXISTING BRICK RETAINING WALL IN THE FRONT YARD WITH 6' BY 6' TREATED WOOD TIMBERS AT 251 W. DUBLIN-GRANVILLE RD. AS PER CASE NO. AR 51-2020, DRAWINGS NO. AR 51-**



**2020, DATED AUGUST 24, 2020 BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Mr. Foust seconded the motion. Mr. Brown called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; Ms. Hinz, aye; and Mr. Coulter, aye. The motion was approved.

**7. Signs – 5625 N. High St. (Anthony Buchta/Central Ohio Compounding) AR 52-2020**

Mrs. Bitar reviewed the following from the staff memo:

**Findings of Fact & Conclusions**

**Background & Request:**

This commercial building was constructed in 1959, having a one-story structure in the front and two levels in the rear. When Verizon moved out of the front space, the property owner refurbished that portion of the building. Central Ohio Compounding Pharmacy moved in last year and would like to install signage. A request was heard by the ARB in December of 2019 for a cabinet wall sign but was not approved. This application represents a request for a different sign style than previously proposed.

**Project Details:**

1. The stucco parapet on the front of the building was refinished and painted Ivory and is the proposed location of the sign. The building is about 23' from the road.
2. Proposed now are individually mounted 24" high aluminum letters painted blue. A 27 ½" high x 24" wide logo is also proposed.
3. Three gooseneck lamps in a matching blue color are proposed above to illuminate the sign.
4. New faces are proposed for the existing freestanding sign which consists of a 42" high x 72" wide box on top of a pole for a total height of about 12'. The sign faces would have an opaque dark blue background with business's logo being internally illuminated.

**Land Use Plans:**

**Worthington Design Guidelines and Architectural District Ordinance**

The Worthington Design Guidelines and Architectural District Ordinance recommend signs be efficient and compatible with the age and architecture of the building. While the regulations permit a certain maximum square footage of signs for a business, try to minimize the size and number of signs. Place only basic names and graphics on signs along the street so that drive-by traffic is not bombarded with too much information. The Architectural District Ordinance calls for design and materials to be compatible.

In recent years the City has discouraged the use of cabinet box wall signs, and specifically disallowed these types of signs in the newest addition to the Planning and Zoning Code, the Wilson Bridge Corridor chapter.

**Recommendation:**

Staff recommended approval of this application as the proposed signs met the Design Guidelines.

**Discussion:**

Mrs. Bitar swore in the applicant, Mr. Anthony Buchta, on behalf of 5625 N. High St., Worthington, Ohio. Board members had no questions or concerns. There were no emails or outside callers.

**Motion:**

Mr. Foust moved:

**THAT THE REQUEST BY ANTHONY BUCHTA FOR APPROVAL OF A CERTIFICATE OF APPROPRIATENESS TO CHANGE THE SIGNAGE AT 5625 N. HIGH ST., AS PER CASE NO. AR 52-2020, DRAWINGS NO. AR 52-2020, DATED AUGUST 24, 2020, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Mr. Hofmann seconded the motion. Mr. Brown called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; Ms. Hinz, aye; and Mr. Coulter, aye. The motion was approved.

**8. Book Locker – 820 High St. (Worthington Public Library) AR 53-2020**

Mrs. Bitar reviewed the following from the staff memo:

**Findings of Fact & Conclusions**

**Background & Request:**

The Worthington Public Library purchased the site at the southwest corner of E. Stafford Ave. and Hartford St. in 1973 and received approval to construct a new library in 1977 & 78. The library moved from 752 High St. to 805 Hartford St. in 1979. In 1993, the library purchased the office building adjacent to the west at 820 High St. That site was home to a gas station starting in the 1930's, with the current building being constructed in 1977 as a First Federal Savings and Loan. In 1996, the buildings were combined and renovated for use by the Worthington Libraries. Additional modifications were made in 2007.

The library would like approval to replace the exterior book lockers, and to change the building lighting with different fixtures than were approved several years ago.

**Project Details:**

1. The existing book lockers are near the library entrance on the south side of the building, and on a west facing wall. The lockers can be accessed on the inside by library workers and on the outside by patrons. The technology for these lockers is reportedly obsolete and cannot be upgraded. These lockers would be removed, and the inside and outside walls are to be repaired to match the existing walls.
2. Proposed are a bank of lockers that will be exclusively on the exterior. The roof overhang of the building would not adequately cover the units, so a slanted roof structure is proposed on top of the lockers. The entire unit is proposed to be white, with the roof material being a shaded plexiglass. Library staff would like the lockers to be wrapped in a cover that would identify the library, making use of the colors and characters used elsewhere in the

- library. Variances would be needed for the number of colors and for the digital screen.
3. A new drop box is proposed to be installed beneath the roof structure around the corner from the locker location.
  4. A lighting plan was approved in 2016 that was not completed. Proposed now are 12 carriage lights to replace the existing wall mounted lights around the building. The proposed fixtures are bronze and 26” high x 11” wide x 14” deep. The style is more square than the existing curved lights. The candelabra style lighting would be LED, with 2700K as an option for color temperature.
  5. The existing light poles are proposed for upgraded LED fixtures per the specifications the City of Worthington has used for its poles.

**Land Use Plans:**

Worthington Design Guidelines and Architectural District Ordinance

Use of fairly small lighting fixtures, and as few as possible, is recommended. Fixtures should not be overly ornate. Simple and smaller usually is better. Avoid excessive brightness.

**Recommendation:**

Staff recommended approval of this application as the proposed lockers and dropbox were appropriate for the library and the new light fixtures were acceptable on the building. The pole lights were in line with the City fixtures.

**Discussion:**

Mrs. Bitar swore in the applicant, Ms. Monica Baughman, on behalf of 820 High St., Worthington, Ohio. Mr. Foust said he felt the lockers painted with the little animals was a softer look than the polished aluminum. Board members had no questions or concerns. There were no emails or outside callers.

**Motion:**

Mr. Foust moved:

**THAT THE REQUEST BY THE WORTHINGTON PUBLIC LIBRARY FOR A CERTIFICATE OF APPROPRIATENESS TO INSTALL A NEW BOOK LOCKER, DROPBOX, AND LIGHTING AT 820 HIGH ST. AS PER CASE NO. AR 53-2020, DRAWINGS NO. AR 53-2020, DATED AUGUST 26, 2020, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Mr. Reis seconded the motion. Mr. Brown called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; Ms. Hinz, aye; and Mr. Coulter, aye. The motion was approved.

9. Deck Removal; Stairs; Fence – **203 W. Dublin-Granville Rd.** (Nicholson Builders) **AR 55-2020**

Mr. Brown reviewed the following from the staff memo:

**Findings of Fact & Conclusions**

**Background & Request:**

This house was constructed in 1961 and is a bi-level design with a rear balcony and screen porch. This request is to remove the existing rear deck, repair siding, install new stairs to the screen porch, pour a new concrete pad and install fencing.

**Project Details:**

1. Removal of an existing 23' wide by 4.8' deep rear deck and stairs.
2. Install a new concrete pad at grade that will be 23' wide by 20' deep in the location of the existing deck and stairs to the screen porch.
3. Install new stairs to the screen porch that will go directly from the concrete pad directly up to the screen porch.
  - a. The wood will be pressure treated and will be painted to match the existing trim on the screen porch.
4. The applicant has requested a section of fence to be extended from the neighbors existing 6' shadowbox fence to connect to the applicants house on the west side.
  - a. The applicant submitted updated information late in the day that now asks for a different style of fence to be installed on the west and now east side of the house between the neighboring fences that would be 6' in height cedar fence that will be horizontal in style.

**Land Use Plans:**Worthington Design Guidelines and Architectural District Ordinance

Decks and patios should be limited to the rear of buildings. Decks should be built of wood and kept low to the ground. Finishes should be either paint or an opaque stain to match the color of the building or its trim. Patios may be constructed of concrete, stone or brick. Consider the style of the house when designing decks and patios, since some styles and some designs are not compatible.

**Recommendation:**

Staff recommended approval of this application if the Board felt comfortable with the updated information provided by the applicant. The overall proposal is to the rear of the home and is not highly visible from the public right-of-way and would be appropriate.

**Discussion:**

Mr. Brown swore in the applicant, Mr. Bryan Copley, on behalf of 203 W. Dublin-Granville Rd., Worthington, Ohio. Mr. Copley said his clients intend to paint the fence to match the screened in porch but since the lumber is treated, they would not be able to paint the fence until next year. The wood needs to be seasoned and dry out a bit. Board members did not have any questions or concerns. There were no emails or outside callers.

**Motion:**

Mr. Reis moved:

**THAT THE REQUEST BY NICHOLSON BUILDERS FOR A CERTIFICATE OF APPROPRIATENESS TO REMOVE AN EXISTING DECK, INSTALL NEW STAIRS AND CONCRETE PAD AND INSTALL A SECTION OF FENCING AT 203 W. DUBLIN-**

**GRANVILLE RD. AS PER CASE NO. AR 55-2020, DRAWINGS NO. AR 55-2020, DATED AUGUST 22, 2020 BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Mr. Foust seconded the motion. Mr. Brown called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; Ms. Hinz, aye; and Mr. Coulter, aye. The motion was approved.

**10. Overhead Door – 700 E. Granville Rd. (Architectural Alliance) AR 56-2020**

Mrs. Bitar reviewed the following from the staff memo:

**Findings of Fact & Conclusions**

**Background & Request:**

Jack Maxton Chevrolet was recently purchased after operating at this site since the 1960's. The new Mark Wahlberg Chevrolet has temporary signs in place and will come forward with permanent signage for approval. This application, however, is a request for an additional overhead door for the main building.

**Project Details:**

1. The new 12' x 14' door is proposed on the north side of the building.
2. It is described as a white insulated steel overhead door with vision panels.

**Land Use Plans:**

**Worthington Design Guidelines and Architectural District Ordinance**

Use simple door and trim designs compatible with both the building and with adjacent and nearby development.

**Recommendation:**

Staff recommended approval of this application as the proposed door was compatible with the building.

**Discussion:**

Mrs. Bitar swore in the applicant, Mr. Dustin Todd, on behalf of Mark Walberg Chevrolet, 700 E. Granville Rd., Worthington, Ohio. Board members had no questions or concerns. There were no emails or outside callers.

**Motion:**

Mr. Foust moved:

**THAT THE REQUEST BY THE ARCHITECTURAL ALLIANCE FOR A CERTIFICATE OF APPROPRIATENESS TO INSTALL A NEW OVERHEAD DOOR AT 700 E. GRANVILLE RD. AS PER CASE NO. AR 56-2020, DRAWINGS NO. AR 56-2020, DATED AUGUST 27, 2020, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Mr. Reis seconded the motion. Mr. Brown called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; Ms. Hinz, aye; and Mr. Coulter, aye. The motion was approved.

11. New Front Porch – **784 Oxford St.** (Ross Builders/Riley & Wabnitz) **AR 58-2020**

Mr. Brown reviewed the following from the staff memo:

**Findings of Fact & Conclusions**

**Background & Request:**

This structure was constructed in 1950 and is categorized as a Cap Cod in the Worthington Historic District. This request is to install a covered front porch and replace three windows.

**Project Details:**

1. Install a new 12' wide by 7' wide covered front porch. The covered porch will have a gable roof and the roof would be supported by round, tapered columns.
2. The porch roof will have GAF Timberline NS Natural Shade Charcoal shingles installed to match the existing shingles on the house.
3. Siding matching the house will be installed in the gabled portion of the new porch.
4. The house is located approximately 28-feet from the public right-of-way. The covered porch would be located approximately 21-feet from the public right-of-way.
  - a. A variance from the Board of Zoning Appeals would be needed to encroach the front yard setback.
5. Install three (3) new Marvin awning windows that will have muntins to match the existing windows on the house.
  - a. The current windows are replacement windows and are not the original wood windows from when the house was constructed and currently have the muntins between the glass.
  - b. The new windows will have the muntins between the glass to match all the other windows on the house.
6. The new windows would replace the existing double-hung windows that are located in the kitchen and bathroom. This would permit the property owner to easily open the windows without having to lift.

**Land Use Plans:**

**Worthington Design Guidelines and Architectural District Ordinance**

Windows - New windows made of substitute materials such as aluminum, vinyl, or clad wood can be an acceptable second choice if they provide a reasonably good match for the windows being replaced. Number of panes, real muntins, and correct profiles still are important.

Porches - From about 1915 on, porches generally were simplified and more integrated into the design of the house. Simple square or tapered columns were common. New porches (located where one is missing or there has not been a porch in the past) should be built in a simple, contemporary design. Look at original porches on similar buildings -- height, materials, roof slope, and width -- and use these to develop a design. Avoid ornamentation such as spindles and scrollwork unless they were traditionally used on the porches of similar buildings. Design and materials should be traditional, and compatible with the existing structure.

**Recommendation:**

Staff recommended approval of this application as the proposal was appropriate.

**Discussion:**

Mr. Brown swore in the applicant, Mr. James Ross, on behalf of 784 Oxford St., Worthington, Ohio. Board members had no questions or concerns. There were no emails or outside callers.

**Motion:**

Mr. Reis moved:

**THAT THE REQUEST BY JAMES ROSS ON BEHALF OF ANNE RILEY & WILMA WABNITZ FOR A CERTIFICATE OF APPROPRIATENESS TO ADD A COVERED FRONT PORCH AND NEW WINDOWS AT 784 OXFORD ST. AS PER CASE NO. AR 58-2020, DRAWINGS NO. AR 58-2020, DATED AUGUST 22, 2020 BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Mr. Hofmann seconded the motion. Mr. Brown called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; Ms. Hinz, aye; and Mr. Coulter, aye. The motion was approved.

12. Remove Windows; New Door – 771 Oxford St. (Ross Builders/Kwiek) AR 59-2020

Mr. Brown reviewed the following from the staff memo:

**Findings of Fact & Conclusions****Background & Request:**

This 2 ½ story structure was constructed in 1920 and is categorized as an American 4-Square in the Worthington Historic District. This request is to install a new exterior rear door and extend the rear deck.

**Project Details:**

1. Install a new Marvin “Ultimate” patio door with simulated divided lights that will be placed in the location of two existing wood windows on the rear elevation.
2. Extending the existing wood deck to the south to be inline with the southern bump-out and provide rear steps to the backyard.
3. Replacing the existing lattice work under the deck with horizontal skirting that would continue under the expanded portion of the deck to the south.
4. The handrails and spindles will be painted white to match the existing deck.
5. Rear lighting will need to be added by the new door to meet the requirements found in the Residential Code of Ohio.
  - a. The applicant has stated that they will be providing a light fixture for the Board to review and approve.
    - i. We do not have this information at the time of this report.

**Land Use Plans:**

Worthington Design Guidelines and Architectural District Ordinance

Doors - Compatibility of design and materials, exterior details and relationships are standards of review in the Architectural District ordinance.

Decks - Decks and patios should be limited to the rear of buildings. Decks should be built of wood and kept low to the ground. Finishes should be either paint or an opaque stain to match the color of the building or its trim. Patios may be constructed of concrete, stone or brick. Consider the style of the house when designing decks and patios, since some styles and some designs are not compatible.

**Recommendation:**

Staff recommended approval of this application if the Board felt comfortable with the information provided by the application concerning the light fixture that would be added as part of the overall request. City staff does not typically like to see the removal of original features (windows) to the home, however we understand the need to add an additional exterior door to access the outdoor space.

**Discussion:**

Mr. Brown said Mr. Jim Ross was still sworn in from the previous case. Board members had no questions or concerns. There were no emails or outside callers.

**Motion:**

Mr. Reis moved:

**THAT THE REQUEST BY JAMES ROSS ON BEHALF OF JESSE & NICOLE KWIEK FOR A CERTIFICATE OF APPROPRIATENESS TO INSTALL A NEW DOOR AND EXTEND AN EXISTING DECK AT 771 OXFORD ST. AS PER CASE NO. AR 59-2020, DRAWINGS NO. AR 59-2020, DATED AUGUST 28, 2020 BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Mr. Foust seconded the motion. Mr. Brown called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; Ms. Hinz, aye; and Mr. Coulter, aye. The motion was approved.

13. Pergola – **235 W. Dublin-Granville Rd.** – (Ben & Emily Brudos) **AR 61-2020**

Mr. Brown reviewed the following from the staff memo:

**Findings of Fact & Conclusions**

**Background & Request:**

This house was constructed in 1961 and is a bi-level design located in the Architectural Review District. A rear room addition was approved by the Board in 2010. This request is to install a pergola.



**Project Details:**

1. Proposed 14' x 10' cedar pergola that will be approximately 8-feet in height.
2. The pergola will be installed on an existing paver patio and will be 6'feet south of the existing house and will be 14-feet from the eastern property line.

**Land Use Plans:**

Worthington Design Guidelines and Architectural District Ordinance

Decks and patios should be limited to the rear of buildings. Decks should be built of wood and kept low to the ground. Finishes should be either paint or an opaque stain to match the color of the building or its trim. Patios may be constructed of concrete, stone or brick. Consider the style of the house when designing decks and patios, since some styles and some designs are not compatible.

**Recommendation:**

Staff recommended approval of this application, as the proposed work was appropriate for the house.

**Discussion:**

Mr. Brown swore in the applicants, Mr. Ben Brudos and Mrs. Emily Brudos, 235 W. Dublin-Granville Rd., Worthington, Ohio. Board members had no questions or concerns. There were no emails or outside callers.

**Motion:**

Mr. Reis moved:

**THAT THE REQUEST BY BEN & EMILY BRUDOS FOR A CERTIFICATE OF APPROPRIATENESS TO INSTALL A PERGOLA AT 235 W. DUBLIN-GRANVILLE RD. AS PER CASE NO. AR 61-2020, DRAWINGS NO. AR 61-2020, DATED AUGUST, 28, 2020, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Ms. Hinz seconded the motion. Mr. Brown called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; Ms. Hinz, aye; and Mr. Coulter, aye. The motion was approved.

14. Signage – **6130 Linworth Rd.** (Gondal Linworth LLC/Dunkin & Baskin Robbins) **AR 54-2020**

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**B. Municipal Planning Commission**

**1. Conditional Use Permit**

- a. Drive-in Commercial Use Change - **6130 Linworth Rd.** (Gondal Linworth LLC/ Dunkin & Baskin Robbins) **CU 07-2020**

Mr. Brown reviewed the following from the staff memo:

### **Findings of Fact & Conclusions**

#### **Background & Request:**

This building was constructed by Wendy's International in 1985 and operated as a fast food restaurant with a drive-thru until earlier this year. The applicant is planning to transform the property into a restaurant that combines Dunkin (formerly Dunkin Donuts) and Baskin Robbins. Proposed are changes to the signage and a request for a Conditional Use Permit for the new restaurants.

#### **Project Details:**

1. Site layout is proposed to stay the same.
2. The only change to the drive-thru would be to move the menu and preview boards to the west side to make a more efficient operation. Both signs would have charcoal gray cabinets and digital displays, and the menu board is proposed with a canopy above that is painted orange. Although these signs may be smaller than the previous signs, variances would be required for the size and digital copy for both signs.
3. A new sign is proposed for the existing freestanding brick base. Proposed is a 10' wide x 3'3" high cabinet for Dunkin and a 6' wide x 3'7" high cabinet below for Baskin Robbins. A variance would be needed for the overall sign area (10' wide x 9'6" high including the base). The white sign background would be required to be opaque.
4. Internally illuminated directional signs are proposed at the two site entrances. The overall height is shown at 4'10", with the cabinets being 2'10 1/2" wide x 1'11" high. The height and width would exceed Code requirements. The white backgrounds would need to be opaque.
5. Signs are proposed on three sides of the building identifying both businesses. The signs would consist of internally illuminated freestanding letters in orange, pink and blue. The "DUNKIN" letters would be 18" or 24" high, and the Baskin Robbins logos would be 24" or 30" in height depending on which side of the building is being viewed.
6. Removal of the existing door on the east side of the restaurant is proposed. The opening would be filled in with brick to match the wall. A new door is shown toward the north end on the east side in place of a window. The style is supposed to match the existing on the building, as are the sconces proposed on both sides of the door. Also on the east side, a new awning would be installed above the existing drive-thru window. The color is shown as orange. On the west side, a wall pack is proposed for replacement with a sconce at the north end of the building.
7. The hours of use are proposed to be 5:00 am to 10:00 pm.

#### **Land Use Plans:**

##### **Worthington Design Guidelines and Architectural District Ordinance**

While the regulations permit a certain maximum square footage of signs for a business, try to minimize the size and number of signs. Place only basic names and graphics on signs along the street so that drive-by traffic is not bombarded with too much information. Signs must be distinctive enough to be readily visible, but avoid incompatible modern colors such as "fluorescent

orange” and similar colors. Bright color shades generally are discouraged in favor more subtle and toned-down shades.

Worthington Code Basic Standards and Review Elements The following general elements are to be considered when hearing applications for Conditional Use Permits:

1. Effect on traffic pattern
2. Effect on public facilities
3. Effect on sewerage and drainage facilities
4. Utilities required
5. Safety and health considerations
6. Noise, odors and other noxious elements, including hazardous substances and other environmental hazards
7. Hours of use
8. Shielding or screening considerations for neighbors
9. Appearance and compatibility with the general neighborhood

#### Worthington Conditional Use Permit Regulations

The following basic standards apply to conditional uses in any "C" or "I" District: the location, size, nature and intensity of the use, operations involved in or conducted in connection with it, its site layout and its relation to streets giving access to it, shall be such that both pedestrian and vehicular traffic to and from it will not be hazardous, both at the time and as the same may be expected to increase with increasing development of the Municipality. The provisions for parking, screening, setback, lighting, loading and service areas and sign location and area shall also be specified by the applicant and considered by the Commission.

#### Worthington Sign Code – Chapter 1170

#### **Recommendation:**

Staff recommended modification of these applications based on the following:

- The number of wall signs is not appropriate. One wall sign per business, as the Code allows, should be approved. The freestanding and directional signs should suffice to let customers know the brands.
- The additional cabinet on top of the freestanding sign may appear too massive, being larger than typically is allowed in the City. Redesign of this sign may be necessary.
- Directional signs that meet Code requirement to be no higher than 3’ should be met.
- Orange, pink and blue should not be used on the awning, canopy, height bar, etc. or framing for any of the signs, as that would function as additional signage.
- Bricked-in openings are not ideal
- The basic function of the site will not change with the proposed applications. There should be no change to impact.

#### **Discussion:**

Mrs. Bitar swore in the applicant, Mr. Tushar Patel, representing 6130 Linworth Rd., Worthington, Ohio. Mr. Hofmann asked Mrs. Bitar if the variance would be for the number of signs or the size of the signs. Mrs. Bitar said variances would be required for both. Mr. Hofmann said he understood the need for branding the building and felt the front façade was absolutely the key. He said he struggled with the sign on the east elevation. Mr. Hofmann said he was okay with the signs

facing Dublin-Granville Road and Linworth Road. He said he preferred option one for the monument sign, but he would be okay with the option if the sign remained all brick. Mr. Reis said he agreed with Mr. Hofmann and he also preferred option one for the monument sign. He felt anyone driving up Dublin-Granville Road would see the front facing sign and felt the additional signs on the east and west facades were overkill. Mr. Reis said he would prefer to see the signage on the north side only. He said he was okay with the directional signage that was shown. Mr. Foust said he agreed with Mr. Hofmann except he preferred option two for the monument. He said he had no problem with two street exposures for signage on the north and west sides of the building. Mr. Foust said he wanted to remind the developer that the building is next to a residential neighborhood and he wanted to make sure the ordering system was not too loud so it would not impact the neighbors. There were no emails or outside callers.

**ARB Motion:**

Mr. Hofmann moved:

**THAT THE REQUEST BY GONDAL LINWORTH LLC FOR A CERTIFICATE OF APPROPRIATENESS TO MODIFY THE SIGNAGE AT 6130 LINWORTH RD. AS PER CASE NO. AR 54-2020, DRAWINGS NO. AR 54-2020, DATED AUGUST 27, 2020, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING WITH THE FOLLOWING AMENDMENTS:**

- **THAT THE SUBMISSION WILL LIMIT THE SIGNAGE TO THE NORTH AND WEST ELEVATIONS;**
- **THAT THE MONUMENT SIGN WILL BE THE OPTION THAT HAS THE INFILLED BRICK WITH A MORE COHESIVE SIGN ON TOP;**
- **THAT THE MENU BOARD WILL BE THE SAME AS SUBMITTED IN THE EMAIL AND WILL HAVE THREE PANELS INSTEAD OF TWO.**

Mr. Foust seconded the motion. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; Ms. Hinz, aye; and Mr. Coulter, aye. The motion was approved.

**MPC Motion:**

Mr. Hofmann moved:

**THAT THE REQUEST BY GONDAL LINWORTH LLC FOR A CONDITIONAL USE PERMIT TO MODIFY THE SIGNAGE AT 6130 LINWORTH RD. AS PER CASE NO. CU 07-2020, DRAWINGS NO. CU 07-2020, DATED AUGUST 27, 2020, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING AND AMENDED WITH THE SAME CONDITIONS AS ABOVE.**

Mr. Foust seconded the motion. Mr. Brown called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; and Mr. Coulter, aye. The motion was approved.

b. Recreational Facility in I-1 – **640 Lakeview Plaza Blvd.** (Columbus Fit Life LLC) **CU 05-2020**

Mrs. Bitar reviewed the following from the staff memo:

**Findings of Fact & Conclusions**

**Background & Request:**

This building was constructed in the late 1980's and houses a variety of tenants. A business called RMF has been operating in Suite A offering group fitness classes. The City became aware of the use when a complaint was filed claiming classes were being held outside with loud music that was disturbing other tenants in the late afternoon and early evenings. The business was previously located in the 670 building on the same property and the owner did not realize a new Conditional Use Permit was necessary with the move.

**Project Details:**

1. The business is a fitness studio which offers group fitness classes and personal training.
2. Hours of operation would typically be 9:00 am to 9:00 pm daily.
3. Parking is available in the lot adjacent to the building.
4. The suite consists mainly of open floor space, with an overhead door at the rear that is sometimes open during classes. More recently, with the need to keep distance between customers, classes have moved outside of the back door into the parking lot at times.

**Land Use Plans:**

**Worthington Conditional Use Permit Regulations**

The following basic standards apply to conditional uses in any "C" or "I" District: the location, size, nature and intensity of the use, operations involved in or conducted in connection with it, its site layout and its relation to streets giving access to it, shall be such that both pedestrian and vehicular traffic to and from it will not be hazardous, both at the time and as the same may be expected to increase with increasing development of the Municipality. The provisions for parking, screening, setback, lighting, loading and service areas and sign location and area shall also be specified by the applicant and considered by the Commission.

**Worthington Code Basic Standards and Review Elements** The following general elements are to be considered when hearing applications for Conditional Use Permits:

1. Effect on traffic pattern
2. Effect on public facilities
3. Effect on sewerage and drainage facilities
4. Utilities required
5. Safety and health considerations
6. Noise, odors and other noxious elements, including hazardous substances and other environmental hazards
7. Hours of use
8. Shielding or screening considerations for neighbors
9. Appearance and compatibility with the general neighborhood

**Recommendation:**

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ARB/MPC September 10, 2020

Minutes

Typically, staff would recommend approval of this type of request as there is ample parking and should be minimal effect on public facilities; sewerage and drainage facilities; and utilities. The outdoor exercise makes this recommendation more difficult due to the disturbance to neighboring businesses. A lower volume for the music and instructor could be a compromise but would be very difficult to monitor/regulate. The Conditional Use Permit could apply only to the use of interior space at this location. Discussion with the applicant is needed.

**Discussion:**

Mrs. Bitar swore in the applicant, Adé A. Afolabi on behalf of 640 Lakeview Plaza Blvd., Worthington, Ohio. The applicant said they were having some classes outside because of the need for more space, but they would not continue to do that because colder weather was approaching. He said they have had some classes in the loading dock area but not near the other tenants. He was aware of a complaint to the Police Department about noise, but they never received a citation. Mr. Foust said he agreed with Mr. Coulter, and was wondering if the business fit in with the other businesses in the area. He said he would not want to approve of a business that was disrupting the other businesses. Mrs. Bitar swore in the Office Manager of the business. She said her class members were approached while outside while exercising by one of the tenants who approached them by driving his SUV up to them and verbally assaulted them using bad language until she asked him to leave the premises. She said she has spoken with the other tenants and they did not have a problem with the music or classes outside. Mr. Hofmann said he understood businesses are operating under unusual circumstances right now, and colder weather was approaching, but felt they could come to a compromise with the music, possibly set a restricted time to have the classes outside and keep the volume down. Mr. Foust said it sounded like there should have been some sort of Tenant and Landlord Agreement. He said he wondered if the tenant could get the Landlord to get an Agreement with the other tenants in the building and suggested tabling the discussion to allow the Landlord time to get an Agreement with the other tenants in the building. Mr. Reis said he agreed with Mr. Foust about getting the Landlord involved.

Mrs. Bitar swore in Ms. Pamela Conn who said she shared space with the applicant. Ms. Conn said she personally spoke to all the tenants about the music, and only one tenant, who filed the Complaint, had an issue with their music. She said most of the businesses in the building were no longer there after 5:00 p.m. and most of their dance classes were held after 5:00 p.m. Ms. Conn said when their business was sold, they were not aware that they were not in compliance.

Mrs. Bitar said there was someone waiting to speak and there were also a couple of emails that were sent in. Mrs. Bitar swore in speaker Mr. James Sturm. He said he was the person who complained about the music. He said his business is located at 670 Lakeview Plaza Blvd., Suite D, Worthington, Ohio. Mr. Sturm said the front of his business faces the back of the business at 640 Lakeview Plaza Blvd., Suite A. He said he wanted to correct several misstatements that were previously made. Mr. Sturm said he never used foul language with anyone at the business of Suite A. He said he is a retired police officer with 35 years of experience. Mr. Sturm said when he asked the instructor to turn down the music, he was waived off and told to contact the police. He said he has contacted the Worthington Police Department on two separate occasions. Mr. Sturm said he already contacted the management company and there was nothing in either of their leases which would allow them to take action and make them turn down their music. The only advice Mr. Sturm was given by the Landlord was to take a civil action against them for disturbing the

peace. He said on some occasions the music has been turned down, while at other times the music is loud. Mr. Sturm said he bought a decibel counter which faces their rear overhead door and the decibel reading was between 45 and 55 decibels. When he is outside his office door the decibel reading reaches 85 decibels which is equivalent to an automobile racing its engine. Mr. Sturm said Ms. Conn was correct, most of the business within his and her building stop at 5:00 p.m. He said the majority of their dance classes run from 6:30 p.m. to 8:30 p.m. or so. Mr. Sturm said that is the time when he is in his office and they are disturbing him. He said it was not right for him to have to listen to their music through double insulated glass when he is trying to work. Mr. Sturm said they misspoke about the number of people dancing in the parking lot. He said he has counted as few as four people and as many as twenty-five people. Mr. Sturm said he could not believe that the parking lot was zoned for business because he felt it was a safety hazard. Mrs. Bitar said there were two emails from clients of the dance business. They said the business was an asset to the community and asked the Board to allow the business to remain at its current location.

The applicant asked to table the application. Mr. Reis moved to table the application and Mr. Foust seconded the motion. All Board members voted, “Aye,” and the application was tabled.

c. **Personal Service in C-3 – 97 E. Wilson Bridge Rd. (Balance Beauty Spa + Wellness) CU 05-2020**

Mrs. Bitar reviewed the following from the staff memo:

**Findings of Fact & Conclusions**

**Background & Request:**

This building was constructed in 1984 and has housed many different businesses over the years, including other personal services. The new owner is planning to move her business, Balance Beauty Spa + Wellness to this location.

**Project Details:**

1. The owner expects 4-12 cars at any given time and there are 14 parking spaces.
2. The hours of use are 9:00 am to 8:00 pm, Monday – Friday and 9:00 am to 4:00 pm Saturday.

**Zoning Code:**

**Worthington Conditional Use Permit Regulations**

The following basic standards shall apply to conditional uses in any "C" or "I" District: the location, size, nature and intensity of the use, operations involved in or conducted in connection with it, its site layout and its relation to streets giving access to it, shall be such that both pedestrian and vehicular traffic to and from it will not be hazardous, both at the time and as the same may be expected to increase with increasing development of the Municipality. The provisions for parking, screening, setback, lighting, loading and service areas and sign location and area shall also be specified by the applicant and considered by the Commission.

**Recommendation:**

Staff recommended approval of this application. The proposed business should be compatible with other uses in the corridor.

**Discussion:**

Mrs. Bitar swore in the applicant, Ms. Kelly Walton, 97 E. Wilson Bridge Rd., Worthington, Ohio. Board members did not have any questions or concerns. There were no emails or outside callers.

**Motion:**

Mr. Foust moved:

**THAT THE REQUEST BY BALANCE BEAUTY SPA + WELLNESS FOR A CONDITIONAL USE PERMIT TO OPERATE A PERSONAL SERVICE IN THE C-3 ZONING DISTRICT AT 97 E. WILSON BRIDGE RD., AS PER CASE NO. CU 06-2020, DRAWINGS NO. CU 06-2020, DATED AUGUST 28, 2020, BE APPROVED BASED ON THE FINDINGS OF FACT AND CONCLUSIONS IN THE STAFF MEMO AND PRESENTED AT THE MEETING.**

Mr. Hofmann seconded the motion. Mrs. Bitar called the roll. Mr. Hofmann, aye; Mr. Foust, aye; Mr. Reis, aye; and Mr. Coulter, aye. The motion was approved.

**D. Architecture Review Board – New Business (continued)**

15. Office Building – **121 W. Wilson Bridge Rd.** (Trivium Development) **AR 60-2020**

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**E. Municipal Planning Commission (continued)**

**2. Planned Unit Development Modification**

a. Office Building – **121 W. Wilson Bridge Rd.** (Trivium Development) **PUD 01-2020M**

Mrs. Bitar reviewed the following from the staff memo:

**Findings of Fact & Conclusions**

**Background & Request:**

This portion of the Worthington Gateway Planned Use District (PUD) is a 2.033 acre parcel abutting Caren Ave. and single family lots to the south, and Lot 1 of the Worthington Gateway Subdivision on the north, west and east sides. The parcel was intended to accommodate a hotel, with a Tru hotel being the last brand approved for the location.

The current application is a request for a building on the “hotel” parcel that would house a mix of uses. The applicant is hoping to get initial comments about the project before moving ahead with



design details.

### **Project Details:**

1. Site Plan and Landscaping:
  - Planned in about the same location, the new building would have a smaller footprint and be a bit further to the east than the hotel.
  - Main access to the building would be from W. Wilson Bridge Rd., and the Caren Ave. entrance would be secondary. The main entrance is shown at the northwest corner of the building.
  - The site plan indicates there would be 168 parking spaces or 3.4 spaces/1000 square feet of building area.
  - The dumpster enclosure is shown on the south side of the parking lot, south and west of the building.
  - Traffic, storm water and utility considerations were addressed with the PUD application but need to be updated and then approved by the City Engineer.
  - A landscape plan would be included with a future submittal.
2. Building:
  - The building would have a flat roof with four stories to the east and five to the west.
  - Design details and materials are not included with this packet, but discussion is needed.
3. Uses:
  - The first three floors are proposed to accommodate office users.
  - On the fourth floor, a boutique hotel with roughly 11 rooms is proposed.
  - A private club is proposed for the partial fifth floor, and would include an outdoor terrace.
3. Mechanical units would be on the roof.

### **Worthington Land Use Plans:**

#### Worthington Design Guidelines and Architectural District Ordinance

1. Scale, Form & Massing: Simple geometric forms and uncomplicated massing tend to make buildings more user-friendly and help to extend the character of Old Worthington into the newer development areas. Inclusion of sidewalks, pedestrian-scaled signage, and planting and lawn areas will help communicate a sense of a walkable pedestrian scale. Carefully designed building facades that employ traditional storefronts -- or similarly-sized windows on the first floor -- will help make new buildings more pedestrian-friendly.
2. Setbacks: Parking areas should be located toward the rear and not in the front setbacks if at all possible. Unimpeded pedestrian access to the front building facade from the sidewalk should be a primary goal. Building up to the required setback is desirable as a means of getting pedestrians closer to the building and into the main entrance as easily as possible.
3. Roof Shape: Generally, a traditional roof shape such as gable or hip is preferable to a flat roof on a new building. Roof shapes should be in scale with the buildings on which they are placed. Study traditional building designs in Old Worthington to get a sense of how much of the facade composition is wall surface and how much is roof.
4. Materials: Traditional materials such as wood and brick are desirable in newer areas, but other materials are also acceptable. These include various metals and plastics; poured concrete and concrete block should be confined primarily to foundation walls. Avoid any

use of glass with highly reflective coatings. Some of these may have a blue, orange, or silver color and can be as reflective as mirrors; they generally are not compatible with other development in Worthington. Before making a final selection of materials, prepare a sample board with preferred and optional materials.

5. Windows: On long facades, consider breaking the composition down into smaller “storefront” units, with some variation in first and upper floor window design. Use traditional sizes, proportions and spacing for first and upper floor windows. Doing so will help link Old Worthington and newer areas through consistent design elements.
6. Entries: Primary building entrances should be on the street-facing principal facade. Rear or side entries from parking lots are desirable, but primary emphasis should be given to the street entry. Use simple door and trim designs compatible with both the building and with adjacent and nearby development.
7. Ornamentation: Use ornamentation sparingly in new developments. Decorative treatments at entries, windows and cornices can work well in distinguishing a building and giving it character, but only a few such elements can achieve the desired effect. Traditional wood ornamentation is the simplest to build, but on new buildings it is possible to use substitute materials such as metal and fiberglass. On brick buildings substitute materials can be used to resemble the stone or metal ornamental elements traditionally found on older brick buildings. As with all ornamentation, simple designs and limited quantities give the best results.
8. Color: For new brick buildings, consider letting the natural brick color be the body color, and select trim colors that are compatible with the color of the bricks. Prepare a color board showing proposed colors.
9. Signage: While the regulations permit a certain maximum square footage of signs for a business, try to minimize the size and number of signs. Place only basic names and graphics on signs along the street so that drive-by traffic is not bombarded with too much information. Free-standing signs should be of the “monument” type; they should be as low as possible. Such signs should have an appropriate base such as a brick planting area with appropriate landscaping or no lighting. Colors for signs should be chosen for compatibility with the age, architecture and colors of the buildings they serve, whether placed on the ground or mounted on the building. Signs must be distinctive enough to be readily visible, but avoid incompatible modern colors such as “fluorescent orange” and similar colors. Bright color shades generally are discouraged in favor more subtle and toned-down shades.
10. Sustainability: The City of Worthington and its Architectural Review Board are interested in encouraging sustainable design and building practices, while preserving the character and integrity of the Architectural Review District. Energy conservation methods are encouraged. Landscape concepts often complement energy conservation and should be maintained and replenished. Utilize indigenous plant materials, trees, and landscape features, especially those which perform passive solar energy functions such as sun shading and wind breaks. Preserve and enhance green/open spaces wherever practicable. Manage storm water run-off through the use of rain gardens, permeable forms of pavement, rain barrels and other such means that conserve water and filter pollutants. Bike racks and other methods of facilitating alternative transportation should be utilized. Streetscape elements should be of a human scale. Make use of recycled materials; rapidly renewable materials; and energy efficient materials. Use of natural and controlled light for interior spaces and natural ventilation is recommended. Minimize light pollution.

PUD Development Text:

1. Uses:

- Offices - minimum amount - 18,000 square feet
- Hotels
- Restaurants
- Sale of goods at retail - limited to less than 10,000 square feet in gross floor area per business with on-site food preparation permissible
- Breweries, Distilleries and Wineries
- Personal services
- Accessory uses
- Banks, Drive-in banks
- Pet shops
- Arts and crafts
- Entertainment facilities
- Recreational facilities
- Public uses
- Essential services

2. Design Regulations

a. Character

The owner was approved to redevelop the site with a mix of uses. All the buildings were designed with 'four-sided architecture'. By using the same materials on all four sides of each building, the design will not interrupt and all parts are perceived as a unified whole.

The architectural style of the proposed buildings is meant to complement the surrounding Worthington neighborhood and design standards while differentiating the buildings from one another. Traditional style design elements are incorporated into the design using brick facades, gabled roof lines, dormers, double-hung windows and entrances with transoms. The street level storefront facades are designed using pilasters, bulkheads, cornices, awnings and externally illuminated sign panels. The speculative 2-story office buildings at the western portion of the development utilize traditional rationale and detail while maintaining a more contemporary architectural style.

The proposed materials are consistent with the City of Worthington's design guidelines with brick masonry, siding, multi-panel windows, metal & shingled roof, paint finish and awning fabric.

b. Screening

Landscaping and screening shall be installed in compliance with the Landscaping Plan included in this PUD district application. Landscaping maybe added along the southwestern comer of the site and along the southern property boundary if deemed necessary by the City of Worthington.

c. Tract

Coverages

Tract coverage for the hotel parcel and Wilson Bridge Road parcels is shown on the site plan included with this PUD district application. The tract coverage for the vacant parcel will be determined upon submittal and approval as a part of a separate review

- process.
- d. Lighting
 

A lighting package has been submitted as a part of this application that indicates the location of the light poles, cut off fixtures and a photo metric plan that shows compliance with the adopted City guidelines on light impacts on abutting properties. No exposed concrete bases for the parking lot lights will be permitted.
  - e. Graphic/Signage
 

The submitted package includes all the wall signage, freestanding signage and directional sign for two of the three lots included in this application. The vacant lot will have to submit a signage package for review and approval by the appropriate boards.
  - f. Traffic & Parking
 

Access to the property will be depicted on the submitted site plan. Only two curb cuts will be utilized and the other existing curb cuts will be eliminated. The curb cut on Wilson Bridge Road will be shifted slightly to the west to allow it to line up with the existing curb cut from the Shopping Center to the north. The relocation of the curb cut will allow for four (4) way traffic control and a safer flow of traffic on and off the site. The Caren Drive curb cut will be shifted slightly west toward North High Street as shown on the site plan. New sidewalks and other amenities will be added to the site to improve pedestrian access to, through and off the site per the site plan.

A traffic impact study was commissioned by the applicant and it was reviewed and approved by the City as a part of the Architectural Review Board process.
  - g. Parking
 

The parking areas are shown on the site plan which provides for 342 parking spaces. The site plan provides for all the required setback and landscape areas. The 7± acre site will split into three (3) lots and easements will be provided for crossing parking between the new lots as well as ingress and egress provisions for vehicle and pedestrian access over the three (3) lots.
3. General Requirements
    - a. Environmental
      - Stormwater Drainage
 

Preliminary and final stormwater drainage studies have been conducted for the redevelopment of the site. The preliminary stormwater plan has been submitted as a part of this application and it will meet all regulations adopted by the City of Worthington for detaining the stormwater, mitigating run off on abutting properties and thereby meeting all City and EPA requirements.
      - Utilities and Facilities
 

The site will be served by existing water, sanitary sewer, stormwater sewer and electric lines that surround the property.
    - b. Natural Features
 

The subject property is without significant natural features other than a dropping slope of the land from the east to the west that has proven difficult with laying out buildings on the site.
    - c. Public Area Payments
 

The applicant will comply with Code Section 1174.0S(c)(3)(B) of the Worthington Zoning Code. The existing square footage of the Holiday Inn Hotel is 136,834 and the propose square footage of the new buildings is 136,195 so no payment is required

under the above Code Section.

d. Public Space Amenities:

- Public Right-of-Way dedication
- Decorative Street lighting
- Bike Parking (4 total) for each building
- New Pedestrian sidewalks
- Wilson Bridge Road intersection improvements
- Plaza / Meeting area
- Bio-Retention areas
- New Corner treatments (Caren Avenue & N. High Street & Wilson Bridge Road)
- Street trees (along the rights-of-way)  
Paver parking and maneuvering areas
- Upgraded Landscaping
- Decorative retaining walls
- Patio areas (8 total)
- New green lawn area along Wilson Bridge Road
- Decorative planting areas along entry ways to site along Wilson Bridge Road
- Decorative Trash Receptacles

Code Chapter 1174

1174.08 PUD PROCEDURES.

(2) Requested modifications to the approved Final Plans shall be reviewed according to the following:

- A. City Staff. The City staff may authorize minor design modifications that are required to correct any undetected errors or that are consistent with the purpose of the approved Final Plan. Such modifications shall be limited to:
1. Minor adjustments in lot lines provided no additional lots are created;
  2. Minor adjustments in location of Building footprints and parking lots, provided the perimeter required Yards remain in compliance;
  3. Minor adjustments in Building height;
  4. Minor modifications in Structure design and materials, and lighting provided there is the same general appearance; and
  5. Minor modifications of landscaping, including substitution of materials.
- B. Municipal Planning Commission. The Municipal Planning Commission shall review modifications other than those listed in the above section, and any of the above modifications as recommended by City staff.
1. Should the Municipal Planning Commission find that such modification keeps the essential character of the approved PUD, and does not require an amendment to the PUD Ordinance, the Municipal Planning Commission shall approve such modification.
  2. Should the Municipal Planning Commission find that such modification requires an amendment to the PUD Ordinance, the Municipal Planning Commission shall forward a recommendation of approval or denial to the City Council for such amendment.

**Staff Analysis:**

1. The use “Social Activities” may be appropriate to add to the allowable uses in the PUD.

2. Traffic, parking and storm water would remain relatively unchanged with the reduced size of the building. Approval of these applications would be subject to engineering approval by the City Engineer.
3. Revised information is needed for Fire Department access, hydrant placement, and fire flow on the entire site.
4. The proposed design should be complimentary to the character of the other buildings approved for the site and fit in with the community.

**Recommendation:**

Staff recommending tabling of these applications after discussion.

**Discussion:**

Mrs. Bitar swore in the applicant, Mr. Carter Bean, the Architect for this project, representing his client Mr. Tim Spencer, President, Trivium Development. Mr. Coulter asked Mr. Spencer to explain what is meant by a private club. Mr. Spencer said there were a few things he would like to add to Mrs. Bitar's presentation. He said the opportunity they were looking at was the result of having a working relationship with the City of Worthington. Mr. Spencer said that he and his team are the current owners of 350 W. Wilson Bridge Rd. He said while working with the current owners they came up with a plan. They are not hotel developers but they have combined the expertise of their team, and came up with a plan that fits within the confines of the two acres and hopefully compliments the other items that have already been approved along High Street and Wilson Bridge Road. He said a tremendous amount of energy has been expended to get to this point, partly due to Covid because their team cannot get together and meet. Mr. Spencer said he has been working with the seller, the seller's lender, and the City, and his team has come up with a product that they feel would fit within the community and fit with the pre-approved plans.

Mr. Spencer said he would like to discuss the mix of uses. There would be retail on the first floor, which is still not yet identified, the other two floors would be for offices. He said the boutique hotel in an alternative to where the hotel market is. Smaller hotels are perceived as being more intimate, cleaner and healthier. Mr. Spencer said to answer Mr. Coulter's questions, the social club would be private and consist of about 100 to 150 members.

Mr. Bean said while looking at what was approved for the Tru Hotel, they were leaning to a more contemporary look with a combination of charcoal or black and beige brick. He said that was not the starting point for their design, but their building would also have a contemporary design. They felt that would be more attractive to the tenant mix they are looking for. Mr. Bean said due to the current situation with Covid, every floor would have some outdoor space. Mr. Bean discussed the materials that would be used for the building and said from the ground level, people would see the wood soffiting on the ceilings of all the outdoor spaces.

Mr. Reis asked Mr. Bean if the canopy was for access to the building and Mr. Bean said yes, the canopy was for in and out drop off. Mr. Bean discussed the flow through the building from the open lobby and said since the hotel was not of significant size, they would not be dominating the lobby space. He said Mr. Spencer has had them incorporate in and out drop off canopies for all of their recent projects because so many people are traveling now by Uber and Lyft and other shared ride services. Mr. Hofmann said he was intrigued by the idea of mixed use. He felt this project

would be more successful in the long haul than what was previously planned. Mr. Hofmann said he did not mind the idea of the private club, but he did struggle with the concept that in order to attract new clients, the building had to look incredibly modern. He said the developer was probably sensing a slight frustration from the Board members because this was the fourth time the Board has had to guide a building through this location. Mr. Hofmann said they were all eager to get something built that is appropriate for the site and has some longevity, but he felt the design still needed some work to make the building feel like it belonged in Worthington.

Mr. Coulter asked how this new project compared to the previous project regarding height. He felt the current layout looked rather stark. He said he realized this project is just in the beginning stages, but he would like to see more details of how this building would be matching the surroundings to blend into the Architectural Review Board (ARB) district. Mr. Bean said Mr. Todd Ferris would likely be the landscape architect who would take a keen look at all the landscape and hardscape for this development. He has just not been involved yet at this point.

Mr. Brown said the buildings along west Wilson Bridge Road are still being held to what was previously approved and. The buildings on west Wilson Bridge Road already have their building Permits and are ready to break ground when they can. He said as part of this process, the PUD will need to be amended and go back through ARB and the Municipal Planning Commission (MPC), and MPC will have to make the recommendation to City Council. Since the original PUD was approved by MPC and City Council was very detailed with what needed to be on the site and how it was to be laid out and the uses. This will take them back into rezoning. There are three separate lots so this will have to go back to City Council for approval. Once City Council would approve anything it would be subject to the 60-day referendum period. Mr. Reis said he would like to see some green space amongst the buildings if there was enough room for parking. He said residents are always asking for more park space, not that you would have to build a park here, but the City of Worthington ranks in the top 90% in terms of cities with park space based on the area of the city. Mr. Reis said he would like to see something that creates an urban setting where people can come and socialize whether they are a part of the building or not. He said it was something to think about, he just did not want to see all asphalt and excess parking.

Mr. Spencer said Mr. Bean absolutely nailed it. He said the city's requirement for internal landscaping and green space are crystal clear in the text, and their landscape architect has not even seen the plan yet. They would involve Mr. Ferris once they have set the boundaries for the building. He said they understood all the requirements and would make sure to check all the landscape boxes when they get to that point. Mr. Spencer said they needed this type of feedback and dialogue so they can set the boundaries and then let Mr. Ferris make the landscape adaptable to Worthington's standards. Mr. Bean said to answer Mr. Coulter's question, the originally planned hotel would have been 51 feet at its highest point, and the proposed building would be approximately 66 feet at its highest point. He said the hotel ceilings were probably set at 8 feet, but the office and retail space would need higher ceiling height than that. When they add the partial fifth floor that would get them to approximately 80 feet. Mr. Bean said he could do a comparison study if that is something the Board would like to see.

Mr. Myers said regarding the Tru Hotel, where is this building going to be located from east to west on the site. Mr. Bean said the building would be about in the same location. The original

hotel building was proposed to be 220 feet long, and this building would be approximately 156 feet long. He said their building would only be 2/3 of the original building size. Mr. Myers asked if the hotel would be open to the public and Mr. Spencer said yes. Mr. Spencer said one of the operators of boutique hotels that operates from 10 to 25 rooms such as similar buildings in downtown Columbus, the hotel operates primarily electronically, where there is an App, such as “Stay Alfred” where anyone can log in and have everything done electronically to enter the rooms and pay for the rooms and check out of the rooms. Mr. Myers said he was always looking at revenue and asked if there would be some bed tax and Mr. Spencer said yes. Mr. Spencer said they came up with the idea of the boutique hotel idea after speaking with other business owners in town. He said he anticipated a high occupancy rate for business travelers though the week, and then nearby residents who do not have room for company may have the need for loved ones to stay nearby over the weekends. Mr. Myers said he could not speak for all of City Council, but the ones he had spoken with are in favor of this concept.

Mr. Foust said his comments echo that of Mr. Hofmann and asked for clarification if the proposed development was just on the darkened area on the drawing of if Mr. Spencer had more control over the site. Mr. Spencer said they currently have a contract for the two acres and nothing else. He said should the opportunity present itself to acquire more land they would be interested, but to move forward they must come up with a plan to put the infrastructure in.

Mr. Brown said when this was originally going through the development process and part of the PUD, the land was split into three different parcels, one for the hotel, the four buildings along west Wilson Bridge Road, and then High Street and Caren Avenue. He said towards the western portion of the site, there was a storm water plan that was previously approved to help the neighboring properties. He said the parcels were all interdependent regarding storm water, access mobility and parking, in and around the site. Mr. Coulter asked Mr. Spencer if he obtained more of the land at the proposed site, would there be a desire to make the building larger and Mr. Spencer said he made a commitment to Worthington a while ago when he gave the 350 West Wilson Bridge Road building a big hug. He said the project has been successful and at the Administration level they love the payroll dollars, and from an investment standpoint they love the product. Mr. Spencer said he felt there was a lot more room in Worthington than people realize, and he felt the community gets overlooked for opportunities. He said if he could, he would do five times as much, like building a parking garage. Mr. Foust said if more attention to green space near the south and west borders next to the neighbors, that might help the issues with the storm water. Mr. Spencer said they will have to look at what could be done to help with the storm water issue. He said they could probably do some things with landscaping to help, but in order to get everything everybody wanted he would not have an extra 20 spaces for parking, nor would he have fifteen feet for green space on the west side of the property. He said he did find some fault in the storm water report for the area in which the house was acquired. Mr. Spencer said they could not go below 43,000 feet on this project because that would not make sense economically.

Mr. Coulter asked if there were callers who wanted to speak and Mrs. Bitar said yes.

Mr. Chris Chakroff said he is the owner of the office building across the street from the proposed development, at 7100 N. High St., Worthington, Ohio. Mr. Chakroff said the project would look good at Easton, but did not feel the building was a good fit for Worthington. He did not feel the



architectural design of the building fit into the community and said Worthington made a mistake when they allowed the building of Executive House. Mr. Chakroff said Worthington already has a lot of vacant office space, including the nearby Anthem Building. He said the height of the building bothered him and he felt a social club would just be a party room that would create noise all the way down to the river. There were no other speakers on the line. Mr. Brown read through emails that were sent into the Board. (See attached emails)

Mr. Spencer said they were aiming to begin construction in the first quarter of next year. He requested to table the application until next month. Mr. Foust moved to table AR 60-2020, and Mr. Reis seconded the motion. All Board members voted, “Aye,” and the application was tabled.

Mr. Reis moved to table PUD 01-2020, and Mr. Foust seconded the motion. All Board member voted, “Aye,” and the application was tabled.

#### **F. Other**

There was no other business to discuss.

#### **G. Adjournment**

Mr. Reis moved to adjourn the meeting and Mr. Hofmann seconded the motion. All Board members voted, “Aye,” and the meeting adjourned at 11:03 p.m.