



## City of Powell, Ohio

### Planning & Zoning Commission

Donald Emerick, Chairman

Richard Fusch, Vice Chairman

Shawn Boysko

Trent Hartranft

Joe Jester

Bill Little

Chris Meyers, AIA, Architectural Advisor

### MEETING MINUTES

JANUARY 14, 2015

A meeting of the Powell Planning & Zoning Commission was called to order by Chairman Don Emerick on Wednesday, January 14, 2015 at 7:00 p.m. Commissioners present included Shawn Boysko, Trent Hartranft, and Bill Little. Joe Jester and Richard Fusch were absent. Also present were Rocky Kambo, GIS/Planner; Chris Meyers, Architectural Advisor; Anne Vogel, Deputy Clerk and interested parties.

### STAFF ITEMS

David Betz, Director of Development, said the first public input Open House for the Comprehensive Plan is scheduled for Thursday, February 5 from 7-9 p.m. The website through "MindMixer" is operational.

### HEARING OF VISITORS FOR ITEMS NOT ON THE AGENDA

Chairman Emerick opened the public comment session. Hearing none, he closed the public comment session.

### APPROVAL OF MINUTES

MOTION: Commissioner Little moved to approve the minutes of December 10, 2014. Commissioner Boysko seconded the motion. By unanimous consent, the minutes were approved.

### SKETCH PLAN REVIEW

Applicant: Elite Land Title, LLC c/o Robert Corwin  
Location: 75 Lincoln Street  
Existing Zoning: Downtown Business District  
Request: To review a sketch plan for a proposed office building.

J. C. Hanks, representing Elite Land Title, said this company has operated in Liberty Township for about ten years and the owner, Robert Corwin, also lives in the Township. Within the last 12-18 months he has decided to find a permanent location and they have found this appropriate lot in Powell. A conceptual design and site plans (Exhibit A) have been completed by local professionals and have worked closely with City Staff and responded to their comments. Mr. Hanks said this is the first look at the concept and they are very excited to hear comments from the Commission.

Mr. Betz reviewed the Staff Report for this proposal (Exhibit 1). The proposed office building is 2,900 sq. ft. This property sits on the left side of Lincoln Street and is surrounded on the north and west by the Traditions of Powell 4-unit condominium buildings. To the south is vacant land that is also within the Downtown Business District and to the east is vacant land that is subject to a proposal on tonight's agenda. To the southeast there are single family lots. There is also a right-of-way that is an extension of Scioto Street to the east. Mr. Betz said the site plan shows the entrance to the north end of the site with parking on the side and rear of the building. In the Downtown Business District there is a larger setback required between non-residential and residential uses so they worked with the developer to place the building on the south end of the site. This puts the main entrance facing north so the nicest elevation faces the condominiums with another entrance on the east. Mr. Betz said this site had a mobile home trailer and garage on it in the past. No landscaping has been submitted but he anticipates that some buffer hedge row will be required to the north. The site topography runs to the east and they will have to run their stormwater from the rooftop and parking area to the existing storm inlet.

Mr. Betz said the proposed development is in the Downtown Business District and Staff reviewed this in accordance with those regulations and those in the Downtown Revitalization Study and Comprehensive Plan. They found this proposal is compliant with those regulations. The architectural review will be presented by Mr. Meyers. Mr. Betz said Staff recommends this plan continue to the Preliminary Development Plan stage, paying special attention to the

architectural guidelines and requirements of the City Engineer. This site is within an area requiring special engineering considerations for stormwater review because of the restrictions downstream and through Grandshire. The acting City Engineer sees this as an easy project to engineer; the stormwater can be managed on the parking lot or in a larger pipe underground.

Chris Meyers, Architectural Advisor, said this is off to a nice start. It is nice to see a small office venue going in this mixed-use area. As a sketch submittal there are a few questions need to be answered:

- Signage – how many , what type and where are they located
- Landscaping Plan – use existing mature trees and show additional plantings
- Site Lighting – overheads shown in parking area and they may be able to just use lighting from the building to minimize lighting overspill
- Building – character/style is appropriate – adding space to the north is a nice touch
- Plan and elevations do not match – patio and fireplace shown with roof
- Elevation Drawings – to the right show a graphic indication of a standing seam roof but none is seen on the elevations
- Styling of window details, overhangs, brackets and other elements emulates some of the features on the Village Green municipal building. That is the correct direction to proceed.
- Continue to provide details about materials, colors, products and light fixtures.
- In the final review provide more detail about trim work and dimensional conditions of window and door casings, overhangs, railings and brackets. They should meet the correct scale and proportion.

Robert Corwin, owner and developer, said they plan to build the patio with a fire feature but no roof. Mr. Meyers said as they design that they should overlay the patio, fire feature and landscape cohesively.

Mr. Corwin indicated the eyebrow overhang where standing seam roof will be applied. Mr. Meyers said that is a good detail.

Mr. Meyers said the only other item is the location of the trash container. He assumes it is mostly paperwork and small amounts of food waste. He suggested they incorporate that into a screen that is closer to the building. If they overlay that into their landscaping and patio plan there may be a screen feature that gives them better access to the trash area without making it difficult for pick up. He said they are headed in a good direction and this is a nice project.

Chairman Emerick opened this item to public comment. Hearing none, he closed the item to public comment. He opened the floor to questions and comments of the Commission.

Commissioner Hartranft said he likes the mix of this use with business and residential in the downtown. He asked that the developer keep in mind any light pollution that could affect the nearby residents. Mr. Hanks said the developer will do whatever they recommend. Commissioner Hartranft asked about the amount of traffic this will generate. Mr. Corwin said about half of the closings are at the office and the other half are off-site. Mr. Hanks said there is not retail or drive-up traffic. Commissioner Hartranft said if they can keep existing trees they should and landscaping will be important. This will be a good addition to the area.

Commissioner Little agreed this is a good use for the property and the plan is headed in the right direction. He asked how many parking spots are required. Mr. Betz said it is 1 space per 200 sq. ft. and then that number divided in half, so this plan shows plenty of spaces. Commissioner Little said he hopes they can build this and stay here for many years but in the event they decide to move on, they should keep the next use in mind. It might be good to do something to plan for a trash area/enclosure and move the parking on the west side toward the building rather than toward the back or side lot lines. This would move the parking away from the residences and prevent issues with any future usage. The lighting and signage plans will be important; they will want to know what type of lighting the condos use. Mr. Betz said he thinks they have mostly building lights with some lighting on Traditions Way to the south. Commissioner Little said lighting on the proposed building is more appropriate than pole lighting. Staff may need to look into any possible future street improvements on Lincoln Street.

Mr. Betz said when Traditions was built that whole section of Case Street and this area of Lincoln Street was improved and widened to the north and east that is envisioned to keep going as they go south. The street is not in the center of the right-of-way. Staff does not see the need for a turn lane but they do need to extend the sidewalk to the south and that is on this plan. Commissioner Little said they should keep in mind that it may be necessary to push the sidewalk back if they need to widen Lincoln Street. Mr. Betz said with these two projects proposed at the same time they should be able to determine how the whole roadway should work. Commissioner Little agreed that they will need to see material and design details as well as where they plan to locate the utilities on the site. They are well on their way toward a good application.

Commissioner Boysko asked about the parking required. Mr. Corwin said they need 14-15 parking spaces and they propose 20-21 spaces. Mr. Little said they will end up with 17 parking spaces because of the drive aisle and it will be the same amount of pavement with fewer spaces. Commissioner Little said they can eliminate the one in the northwest corner as well. Commissioner Boysko said he agrees with Staff's comments.

Chairman Emerick said he agrees with the previous comments; some kind of enclosure for the trash area will be beneficial, landscaping and lighting will be important and they will need to know details of the signage and materials. Mr. Hanks said they will do their homework and look forward to working with Mr. Meyers and Staff.

#### **PRELIMINARY DEVELOPMENT PLAN REVIEW**

Applicant: Lincoln Street, LLC c/o Sean Snyder  
Location: East side of Lincoln Street between West Olentangy Street and West Case Ave.  
Zoning: Downtown Business District  
Request: To approve a preliminary development plan for a proposed three building office development on 1.05 acres.

Chris Winkle, Gandy Habinger Group, representing applicant Sean Snyder and Continental Group Innovative Solutions, said this is a similar scenario to the prior application where Mr. Snyder is leasing a few blocks away and wishes to build his own facility. He has already purchased this one-acre parcel and proposes an 8,600 sq. ft. building for his business and two 2,100 sq. ft. buildings for other tenants (Exhibit B). Mr. Winkle said both buildings will have rear garage access to meet demand for users who want to pull vehicles inside or store equipment safely inside. They are in agreement with everything within the Staff report regarding extra parking spaces, buffer area for the dock and sidewalk extended to the property lines.

Rocky Kambo, GIS/Planner, provided the Staff Report for this application. This proposal came forward for a Sketch Plan Review in October and since that time they have provided Staff with much more detail. Since this is a Preliminary Plan Review there are eleven items that must be reviewed:

**(1) If the proposed development is consistent with the intent and requirements of this Zoning Ordinance;**

Staff believes that this plan is consistent with the requirements of the Zoning Ordinance as it relates to development plans being consistent with the Comprehensive Plan and the Downtown Revitalization Plan recommendations, the densities set forth within the Downtown Business District, and the unique nature of the proposal in relation to its location within the city.

**(2) The appropriateness of the proposed land uses with regard to their type, location, amount, and intensity, where not specifically specified in this Zoning Ordinance;**

Staff again believes that the land use, its location, amount and intensity is consistent with the requirements of the Downtown Business District zoning of this property. Office facilities and accessories uses are permitted uses in the zoning district, the proximity to the downtown core is ideal, and the intensity of the use on the site is acceptable.

**(3) The relationships between uses, and between uses and public facilities, streets, and pathways;**

The relationship between the proposed use and the existing neighboring uses is ideal. There will be a great deal of synergy between them. Workers at the offices will likely shop at the local boutiques and eat at the nearby restaurants. This in turn, will limit some traffic during lunch hours. The proposed development will also have a positive impact on the streets and pathways nearby. Currently, there is no pathway or streetscape along Lincoln Street. With the development of this property, the pathway and pedestrian access will improve. Consequently, the relationship of the use with streets and pathways will be a positive one. However, more detail is needed for public pedestrian pathways.

**(4) Adequacy of provisions for traffic and circulation, and the geometry and characteristics of street and pathway systems;**

The site will have increased traffic to the site. Lincoln Street, which has a relatively low usage rate should be able to handle this increased traffic. As for onsite circulation, staff feels that the site is designed accordingly to handle traffic. The final determination will be made by the City Engineer.

**(5) Adequacy of yard spaces and uses at the periphery of the development;**

The proposal's yard are adequate to meet requirements of the Downtown Business zoning district.

*Principal building setback requirements are as follows:*

Front: Minimum 20 feet, Maximum 25 feet  
Side: 5 feet  
Rear: 5 feet

*Accessory building setbacks requirements are as follows:*

Front: 35 feet  
Side: 5 feet  
Rear: 5 feet

The proposal has the following principal structures setbacks:

Front: Maximum 25 feet

Side: 5 feet

Rear: 5 feet

**(6) Adequacy of open spaces and natural preserves and their relationships to land use areas and public access ways;**

The proposed site plan has open space and natural preserves along the front of the site and along the back of the main principal structure. As an office use, this is a sufficient amount.

**(7) The order, or phases, in which the development will occur and the land uses and quantities to be developed at each phase;**

It is anticipated that the development will occur in one phase.

**(8) Estimates of the time required to complete the development and its various phases;**

Staff estimates that the construction of site improvements and construction beginning early 2015 and finish by fall of 2015.

**(9) Improvements to be made by the Municipality, if any, and their cost;**

The City of Powell does not anticipate any participation by the City for any infrastructure improvements.

**(10) The community cost of providing public services to the development, and**

The cost of providing services to this development will be minimal. Everything anticipated is typical for any new development of this type, intensity or use.

**(11) Impacts of the development on surrounding or adjacent areas.**

This development should have a positive impact on the City overall. The creation of office space in the downtown core will help with the continued revitalization of the downtown. Staff and visitors to the businesses are likely to visit other downtown establishments either for food or general shopping.

Mr. Kambo said Staff has several reservations with this plan:

- Number of parking spaces is insufficient. Calculations were based on warehouse usage instead of the office use calculations of 1 space per 200 sq. ft. of office space. The site requires a total of 15 parking spaces, not 11. Staff suggests putting the four additional horizontal parking spaces along the back of the site. The additional spaces would allow more parking if there is a change of use in the future.
- The loading dock could be screened better. They could remove the parking space just to the west side of the loading dock and add shrubbery. That space can be recaptured at the rear of the site.
- The sidewalks along the front of the site need to be extended to the property edges so it is a pedestrian-friendly development. This will allow pedestrian pathway to be extended along Lincoln Street in the future.
- Pull the sidewalk closer to the street edge. (indicated)

Mr. Betz said this property was part of the original plat in the Village but it was platted as an out lot not an in lot, meaning the property line does not go to the center of the road. There is right-of-way easement back 20' from the centerline to what would be the property line and on the south side there is a total of 40' of Scioto Street right-of-way. Staff thinks that is not a needed right-of-way so they recommend vacating it with half going to the property owner to the north and half to the property owner to the south. City Council would need to approve an ordinance to vacate the right-of-way. Commissioner Little asked if they need to vacate both halves of the right-of-way. Mr. Betz said that is correct. He will have to check to see if they both must be vacated at the same time. They can be done by petition of the property owner or by the City, in which case there are different requirements. Mr. Kambo said Staff's recommendation is that Council would have to vacate the right-of-way before the submittal of the Final Development Plan.

Mr. Meyers had several comments about the proposal:

- Site Lighting – size, height, and intensity should be considered. Concerned that the visibility on Olentangy Street at the railroad crossing allows a lot of visibility of the east side of this site. The view corridor should not reveal the back of the buildings and the lighting. *Mr. Winkle said they should not see the building but may see the lights.*
- Scioto Street and Depot Street are under analysis for pending development – they will need to see the east elevations of the building as well as a computer visualization of the view from the street.
- The extension of the sidewalks should connect; he agrees with Staff's recommendations.
- Landscape Plan will be important, especially the front. A little more thought can go into it, especially knowing this is the headquarters of Mr. Snyder's business. Landscaping will be reviewed closely.
- It looks like there is an enormous curb cut, likely due to the large trucks delivering products. They may want to add paving detail flush with the ground to break up the size of the curb cut. It also needs to be sturdy so it will not be damaged if run over by a truck. Something as simple as stamped concrete will lessen the visual of it being a truck entry. *Mr. Winkle said most of the deliveries are by box truck but once a month a semi-tractor trailer truck will make a delivery, requiring a larger curb cut.*

- The rendering shows a built up curb on the entire perimeter of the parking area – is that the intent? *Mr. Winkle said they do not have to use a curb. The runoff is to the back so it drops off past the light poles. The entire area is a bowl that the catch basin in the middle.*
- Buildings – the long wall dimension should be verified and needs to meet the code regarding the number of alterations in the length of a wall given its distance off of the property line and overall length and height. The south wall is very prominent on the site so they will need to see elevations in order to analyze the whole building. The design of the two smaller buildings looks like they could be connected if someone wants to take both buildings. If they are not built as a connector, they should not place landscape in between them but instead use some sort of walkway. *Mr. Winkle said there are no tenants for these so far but they intend to build the shells and leave the interior open so they do not hamper future tenants.*
- Material samples and understanding of what goes where will be required at the final review. The contrast of the white to the dark finish should be explained. The rendering looks like there are two color tones on the buildings and that is a nice idea; the white trim ties it all together but seems to be a little too harsh.
- Signage - details will need to be shown as well. An awning is okay to consider but they will need details. If it is an applied sign it should be integrated into the buildings with trim work.
- Gutters and downspouts – location and size is not indicated. They should be hard-piped into the detention area. Given the roof design there will be a lot of places where the downspout comes down and penetrates at the sidewalk. The locations should be carefully considered and the boot detail should be shown.
- Loading dock – visibility and landscape should be considered. By having a pedestrian sidewalk going up to it there could be a "fall" condition. They need to show all details. *Mr. Winkler said it will probably end up being a 1' curb in that area with a handrail added.*
- Architecture – not much different than what they saw at the Sketch Plan review. As they go further they will need to show a greater level of detail.

Chairman Emerick opened this item to public comment.

Terry Doodan, property owner to the south, said she was out of town at the time of the Sketch Plan review. This is a permitted use and in her mind that does not mean it is a preferred use. When she first saw the sketch she thought it was a Township or City building. The scale is largely inappropriate for the architecture that is in the area; there is nothing that is that size. In addition, anyone who thinks that a tractor trailer truck can turn from Olentangy Street onto Lincoln Street safely has not tried it. Lincoln Street is an unimproved road. She recommended that prior to a vote, they go to the site and see what type of position they are putting a truck in when making this type of turn because the truck could take out the blue house. Ms. Doodan asked if they are doing a traffic or weight study to see how good that road is. The lots to the back of those that face Olentangy Street have a history of standing water problems ever since they did the improvements along Lincoln Street. She heard about a retention pond on the plan but did not see it; where the water goes is a great concern for the property owners of these lots. Ms. Doodan said she has a problem with this use in this area and when she initially did a Sketch Plan for their lots just south of here she was restricted to a largely residential-type development. She does not have a problem with an office use but does have a real problem with what she sees as warehouses.

Hearing no further comments, Chairman Emerick closed this item to public comment.

Commissioner Boysko said he was confused when he tried to understand the use when looking at the plans. He asked if they have a floor plan that describes the way this will be used. Mr. Winkler said the fronts will be office space with the back completely open for storage. He said the southern building will have a front with two offices, restrooms and a conference room, a small open area and storage in the back. The smaller buildings will have interiors that are customized by the tenants. Commissioner Boysko said the scale and the renderings indicate that the back is intended to function as a warehouse. He understands the need for this type of use but is not sure how well this use transitions to the properties to the south. The gross size of these buildings are out of scale with those that surround it. The southern elevation of the south building can be broken up as indicated by Mr. Meyers but it is still a very large building and that is a concern. Commissioner Boysko said he agrees with the Staff comments about landscaping. He asked if they have run "AUTOTurn" on this intersection to see if they can fit trucks in there. Mr. Winkle said they have and that is why it has been extended. Commissioner Boysko said he would be interested to see how a truck would move around the site with cars parked in the lot. They need to know how a truck could maneuver around the parked cars to get to the two overhead doors to the east. The public sidewalk needs to be connected but he is not sure connecting it as it is shown is the best solution because of the proximity to the detention pond. He asked if there is room to fit public sidewalk between the curb and the landscaping. Mr. Betz said there is room except where storm inlets would be placed. Mr. Winkle said it is currently a ditch. Commissioner Little said they are changing the relationship of the right-of-way so they need to know where the sidewalk would be located. Mr. Betz said they are proposing sidewalk up by the building because the detention area goes in and the right-of-way is at the edge of the potential pond in one place. He indicated the pavement edge. Commissioner Little said the current rendering shows a storefront sidewalk. Mr. Betz said

Staff proposes to bring the sidewalk back down. Commissioner Hartranft asked for the reasoning for the move if the road is extended. Mr. Betz described sidewalk scenarios for both sides of the street. Mr. Kambo said the point is to bring the sidewalk to the edge of the development and connect into whatever happens to the south. They anticipate future development but do not know where it could be on that site to the south. Commissioner Boysko said it seems they are squeezing a lot onto this site. Mr. Betz said the lot coverage and building is maximized. Some of the detention basin could be removed if they use underground detention. Then it could be regular yard and they could adjust the sidewalk. Commissioner Boysko asked if improvements to Lincoln Street could be contingent on this development. Mr. Betz indicated the paving/improvements and how it tapers back. He said they could put it on as a contingent because of the truck traffic of regular deliveries from box trucks and one tractor trailer per month. Ms. Doodan said the owner cannot say exactly how many trucks will be on site each month and the improvements at the intersection are those that will be the problem rather than those across from the condos. They already wipe out their corner and have side-swiped the evergreen without having tractor trailer traffic. Mr. Betz said they will have to investigate this further. Mr. Winkle said he does not doubt what Ms. Doodan is saying but trucks can be directed by the owner to come in from the left as well. Mr. Betz said if the Powell Crossing project goes forward they anticipate a road widening project that extends from the end of the taper on Olentangy Street to just east of Depot Street. The intersection could be upgraded at that time. Chairman Emerick asked if the one tractor trailer truck per month is a standard 53' trailer or the one most companies use in congested areas. Mr. Winkle said it will end up being smaller than that because most of his deliveries are shipped in the overseas containers.

Commissioner Boysko said how this project relates to the property to the south in size, scale and access, and improvements to Lincoln Street need to be addressed. Mr. Betz said Staff has not yet required a traffic study but that is something the Commission can require. It would tell what improvements are required for Lincoln Street. Commissioner Little said they are proposing the use of a trailer that is 20' shorter than a typical tractor trailer truck. Mr. Betz said they should plan for the worst case scenario.

Commissioner Little said he understands this business supplies small hardware items to the hotel industry and the owner has indicated that only occasionally shipments are delivered by large trucks. He asked about the maximum height of the south building. He said it looks like a story and one-half but that is the type of detail they will need at the next submittal. They will need to look at all of the elevations of the sides of the buildings. The sidewalk configuration should be made so it allows them to make the connections in the future. Right now there is a 5' sidewalk right up against the buildings and since they are dealing with a catch basin and other issues he is open to making it a little wider along the building and curving it as proposed. This piece of property is against the railroad tracks and at the Sketch Plan they thought it was a good use; it is important to listen to Ms. Doodan and review the elevations so they make sure they understand the plan. They can improve at least part of the Lincoln/Olentangy Street intersection. Mr. Betz said they would go west of Lincoln if Powell Crossing is permitted. There would be a through lane on each side with a left turn lane into their site and into Lincoln Street. At that time this intersection could be improved to the east. Commissioner Little asked if the roadway is aligned properly. Mr. Betz said it is off center a little to the west. Commissioner Little said they will need to understand the inbound method of delivery but a traffic study may not provide the information they need about maneuverability. Mr. Winkle said he can provide that type of data without doing traffic counts. Commissioner Little asked if there is still a right-of-way on Case Avenue because it could provide a crossing. Mr. Betz said the right-of-way exists on both sides.

Commissioner Hartranft said he agrees with the previous comments; he has a concern about the elevations of the south building as it compares to other buildings in the area. The issues Ms. Doodan brought up are also of concern. He asked if the dock is being redesigned. Mr. Winkle said they are changing it so there is not a concrete wall sticking out of the ground; it will be about 1' high with a rail on top.

Chairman Emerick said he also agrees with the comments heard so far. He is concerned about heavy truck traffic on Lincoln Street and they will need more information before they proceed. They should also see an aerial view showing the buildings to scale on the property and how it relates to the surrounding area so they have a better feel about the impact. With that in mind he is comfortable tabling this application until they receive the additional information. The other members of the Commission agreed. Mr. Winkle asked if they will come back with a Combined Preliminary and Final Development Plan as the next submittal. Chairman Emerick said they do not require the trim detail as a part of the preliminary review; it will be needed in the future. Commissioner Little said they have done Combined Preliminary and Final reviews but it is typically when they have all of the details at the Sketch Plan review. This application is not at that comfort level. He asked if the applicant is receptive to tabling this application. Mr. Winkle said they are. Mr. Betz said they will hold a special meeting in two weeks regarding changes to the sign code and this application could be added to that agenda.

MOTION: Commissioner Little moved to table the Preliminary Development Plan represented by Lincoln Street, LLC for the 1.05 acres of property on the east side of Lincoln Street to the January 28<sup>th</sup> Planning & Zoning meeting. Commissioner Hartranft seconded the motion.

VOTE: Y 4 N 0

#### ADMINISTRATIVE REVIEW

Applicant: Chris Humphrey for WesBanco  
Location: 10726 Sawmill Parkway  
Zoning: PC, Planned Commercial District (Annexed Liberty Township Zoning)  
Request: To review the construction of a temporary banking office within a modular office unit.

Chris Humphrey, Project Architect, said WesBanco Bank has committed to build a new office at the Shoppes at Wedgewood. They propose a move of their current Sawmill/161 location to this lot at the corner of Bradford and Sawmill Parkway. They will have to vacate the current location before they can gain approval and construct the new office so they are requesting permission to set a modular office unit in the existing parking lot of the Shoppes at Wedgewood center and maintain that as a bank branch until the time they can move into the new facilities (Exhibit C).

Mr. Betz provided the Staff Report for this application. He said WesBanco wants to locate on the existing parking area that was built when Target was built; the location is on the south corner near Tire Discounters. The lot they propose to build on is the direct corner lot (indicated). The property was annexed into Powell last year and it retains its development plan and zoning as approved by Liberty Township prior to the annexation. The Liberty Township Zoning Code does allow for temporary office uses in conjunction with a construction site but they do not allow for more permanent use of a temporary trailer for office situations. The request in this case is for WesBanco to have a temporary banking office located next to their site where they are proposing to build a permanent bank. Mr. Betz said all of the property in this section of Wedgewood Commerce Center that was annexed is being reviewed within the approved development plan from Liberty Township with their changes that were approved when Target, the shopping center and outlots were proposed. They are holding an Administrative Review for each lot as it comes in, looking at the use and the building. WesBanco is planning to submit their permanent building proposal in February.

Mr. Betz said if there is a modification or amendment to approved plans the Township code does have nine items to consider. The following are considered to be substantial modifications to the original application:

- A change in the use or character of the development;
- An increase in overall lot coverage by structures and off-street parking;
- An increase in the density;
- A substantial increase in traffic impact circulation and public utilities usage;
- A reduction in approved open space;
- A reduction of off street parking and loading space;
- A reduction in required pavement widths;
- A reduction of the acreage in the planned development;
- Any other departure from the approved development plan which is deemed substantial by the Zoning Commission.

Mr. Betz said the Township considers all other items as minor changes. Staff feels this temporary structure will be used as an office on a temporary basis and will be a non-residential use so they can open a bit early while the permanent bank is being built. This will allow them to keep their customers happy. This also provides another banking option for the residents of this community. WesBanco would like to add a drive-thru to the temporary modular unit. They have provided a site plan that works from a point of circulation and traffic; that part of the parking lot is and will be vacant. Mr. Betz said the current development plan for the Shoppes at Wedgewood does not address temporary structures so the zoning code in Liberty Township prevails. There is a provision for temporary uses as shown in the Staff Report. The Powell Planning & Zoning Commission does have the authority to approve a minor change.

Staff has considered the pros and cons of the proposal:

#### PROS

- The proposal gives WesBanco a presence in Powell that it does not currently have earlier than when the permanent bank is constructed, therefore providing residents and businesses alternative banking services.
- The bank employees will begin to pay income taxes sooner.
- The site upon which the temporary use is proposed is not or will not be utilized for parking for the retail strip prior to the permanent bank opening.
- The site upon which the temporary use is proposed is directly adjacent to the proposed permanent site.
- The proposed layout does not infringe upon any drives or otherwise materially affect surrounding uses.

#### CONS

- The temporary office is not the best looking alternative to a permanent building, but it is temporary for about a year.

Staff recommends approval the application for Administrative Review with the following conditions:

1. That this Administrative Review amends The Shoppes of Wedgewood Development Plan to allow for a temporary banking office.
2. That WesBanco purchases or otherwise solidifies a land agreement for Lot 5321 with the current owner.
3. That the current developer approves of the Temporary Use and solidifies a formal agreement with WesBanco.
4. That the temporary structure is utilized no longer than one year from its date of occupancy.
5. That the site upon which is utilized for the temporary use is placed back into original or better condition after removal.

Mr. Meyers asked how the temporary structure is powered. Mr. Humphrey said currently, right to the east on the property line they propose underground electrical conduit (indicated). There are transformers on the lot line and they propose to bore under the pavement and set a meter at the unit. Mr. Meyers asked if 8' clearance for the canopy is too low. Mr. Humphrey said it is not; there are many banks with lower canopies, typically from 7.5' to 9.5' in height. Mr. Meyers said this is fine. He asked if it is a standard trailer unit. Mr. Winkler provided a photo of the industrialized unit they intend to use. It is a unit that will be refurbished, brought out in two pieces and placed together as one building. A metal prefab ramp/stair unit as shown will be installed.

Chairman Emerick opened this item to public comment. Hearing none, he closed the public comment session.

Commissioner Little asked if they will be coming forward with their proposal for the new building soon. Mr. Winkle said Mr. Betz has already seen the preliminary site plan and the application will be submitted for the February meeting. The bank has no intention or desire to stay in this temporary structure. Commissioner Little asked about the signage and temporary landscaping. Mr. Winkler said they are not adding any temporary landscaping and the existing sign on their Sawmill Road location will be installed on this modular unit. There is existing parking lot lighting. Commissioner Little asked if there will be a sign out by Sawmill Parkway. Mr. Winkler said they have no intention of doing that with this project. Commissioner Little said he is reluctant but okay with this with some time constraints and timeline updates. Mr. Betz said Staff recommends they have occupancy of the temporary unit for 1 year from the approval. The applicant plans on presenting the plans in February and issuing a permit sometime in April. It will not have to go to City Council for approval.

Commissioner Hartranft asked about water and sewer. Mr. Winkle said they will contract with a licensed hauler to bring in water and haul out wastewater; he has worked on that with the Health Department and EPA. They have no problem with is because of the amount and temporary nature of the unit. The holding tanks are under the building. Commissioner Hartranft asked if there are any other buildings proposed other than the bank and Tire Discounters. Mr. Betz said there are none confirmed at this point. Mr. Winkle said it will take about two weeks to install, complete modifications to the unit and add the drive-thru canopy. The pavement will be re-stripped to accommodate the handicapped parking and drive-thru. Commissioner Hartranft said he is reluctant but understands this use. Commissioner Boysko asked when they have to vacate the current bank. Mr. Winkle said he thinks is it April 1<sup>st</sup>. Commissioner Boysko said he is okay with limitations. Mr. Betz said from an economic development standpoint this works out as a great incentive to get the new bank built. It will not really impact anyone. Chairman Emerick said he is okay with it based on the conditions in the Staff Report. Mr. Betz said the Police Department will meet with them regarding security matters.

MOTION: Commissioner Little moved to approve the application for Administrative Review for the property located at 10726 Sawmill Parkway, requested by WesBanco, subject to the following conditions:

1. That the Administrative Review shall amend The Shoppes at Wedgewood development plan to allow for a temporary banking office;
2. That WesBanco shall purchase or otherwise solidify a land agreement for lot 5321 with the current owner;
3. That the current developer shall approve of the temporary use and solidify a formal agreement with WesBanco;
4. That the temporary structure shall be utilized no longer than one year from its date of occupancy at which point, should they desire an extension, they shall come before the Planning & Zoning Commission for approval;
5. That the site for the temporary use shall be placed back into original or better condition after removal of the unit; and
6. That a final aesthetic review shall be subject to approval of Staff prior to occupancy.

Commissioner Boysko seconded the motion.

VOTE: Y 4 N 0

#### OTHER COMMISSION BUSINESS

Comprehensive Plan Update – Public Forum scheduled February 5, 2015, 7 to 9 p.m.  
Sign Ordinance – Special Meeting January 28, 2015 at 7 pm

#### ADJOURNMENT

MOTION: Commissioner Little moved at 9:10 p.m. to adjourn the meeting. Commissioner Hartranft seconded the motion. By unanimous consent, the meeting was adjourned.

**DATE MINUTES APPROVED: February 11, 2015**

Gerald D. Emerick 2-11-15

Donald Emerick  
Chairman

Date

Sue D. Ross

Sue D. Ross  
City Clerk

2/11/2015

Date

