



STAFF REPORT

PLANNING & ZONING COMMISSION

Village Green Municipal Building, Council Chambers

47 Hall Street

Wednesday, April 8, 2015

7:00 P.M.

1. FINAL DEVELOPMENT PLAN REVIEW

Applicant: Elite Land Title LLC & 75 Lincoln LLC
Location: 75 Lincoln Street
Zoning: DB, Downtown Business District
Request: To review a final development plan for a proposed 2,735 sq. ft. office building.

Site Aerial Map: <https://goo.gl/maps/kw3KZ>

Project Overview

Elite Land Title LLC is proposing an office development consisting of 2,735 sq. ft. on 0.46 acres at 75 Lincoln Street. The office is for a title company.

Project Background

At the March 11, 2015 Planning and Zoning Commission (P&Z) preliminary development plan review meeting, commission members asked for the application to be forwarded to the Historic District Advisory Commission (HDAC) for their review and comments. The HDAC met on March 19, 2015, reviewed the application, and provided the recommendation below:

HDAC Deliberation:

- Commission believes this project is appropriate for the site and well designed.
- Recommendation granted to P&Z with conditions:
 - Gutters to be changed to half-round style, painted to match trim.
 - Applicant change the proposed coach style light and light post
 - Sign post be changed from proposed stone to wood
 - Change front door to be in line with Powell Architectural Guidelines
 - Roofing color to be analogous grays in line with Powell Architectural Guidelines

Staff's March 11, 2015 HDAC report is attached for reference. The HDAC staff report goes into detail about the design of the proposed building and how it does or does not meet the Architectural Guidelines.

Following the HDAC meeting, the applicant incorporated HDAC's recommendations and resubmitted for final development plan review to P&Z.

The applicant has made one change from the previous application. Detailed cut sheets outlining color, material, and fixture selections are now provided.

Ordinance Review

The Final Development Plan application is judged through the follow up from the Preliminary Development Plan approval and the **following code requirements**:

Recommendation by the Planning and Zoning Commission. Within thirty (30) days after the Public Hearing on the final development plan the Planning and Zoning Commission shall recommend that the final development plan be approved as presented, approved with supplementary conditions, or disapproved, and shall transmit all papers constituting the record and the recommendations to Council.

Before making its recommendation, the Planning and Zoning Commission shall find that the facts submitted with the application and presented at the public hearing establish that:

- (1) **The proposed planned district development phase can be initiated within two (2) years of the date of approval and can be completed within five (5) years;**
The timeline for would be approximately one (1) year.
- (2) **The requirements of the Comprehensive Plan relative to the site at issue have been fulfilled;**
The applicant's proposal is in line with the Powell Comprehensive Plan.
- (3) **The streets proposed are suitable and adequate to carry the anticipated traffic, and increased densities will not generate traffic in such amounts as to overload the street network outside the planned district plan area;**
The change of use from vacant land to an office building will generate more traffic to the site. However, the type of uses will not generate a large amount of traffic. Furthermore, Staff believes that Lincoln Street is capable of handling the increased traffic.
- (4) **Proposed non-residential developments can be justified at the location and in the amounts proposed;**
As stated in previous staff reports, Staff believes the use and its location near the downtown will have many positive benefits.
- (5) **Housing densities are warranted by amenities and conditions incorporated in the final development plan and are in accordance with these planned district development requirements;**
There is no housing proposed on the site.
- (6) **Lands to be dedicated to public use are of acceptable and usable size, shape, and location;**
There are no lands to be dedicated to public use.
- (7) **The area surrounding the development can be planned and zoned in coordination with and in substantial compatibility with the proposed development;**
Staff has mentioned in previous staff reports that the proposed use will have a great synergy with surrounding development. As a result, there are no foreseen issues planning and zoning the neighboring areas.

(8) The existing and proposed utility services are adequate for the population densities and uses proposed, and

There are adequate utilities to the site.

(9) Adequate provision has been made for the detention and channelization of surface drainage runoff.

Surface drainage has been accounted for in the design of the site. Further details will be reviewed by the City Engineer.

Staff Comments

Staff is very pleased with this development. All comments and suggestions by Staff, P&Z, and HDAC have been incorporated into the designs of the building and site. The applicant has responded to all conditions from the preliminary development plan approval motion made at the March 11, 2015 meeting (see below).

MOTION: Commissioner Little moved to approve the Preliminary Development Plan for 75 Lincoln Street as represented by Elite Land Title, LLC and 75 Lincoln, LLC, subject to the following conditions:

1. That the handicapped parking space shall be moved closer to the main entrance of the building;
2. That if this is found to be within the Historic District, the plans shall be reviewed by the Historic Downtown Advisory Commission prior to submittal of the Final Development Plan; and
3. That the Applicant shall provide the necessary elements and details as required to gain approval at the Final Development Plan.

Staff would like to go over HDAC's recommendation (see below) in detail, as some of the conditions were unable to be met by the applicant. Staff comments are in red.

HDAC Deliberation:

- Commission believes this project is appropriate for the site and well designed.
- Recommendation granted to P&Z with conditions:
 - Gutters to be changed to half-round style, painted to match trim.
 - The applicant mentioned to Staff that costs make this request unattainable. Staff defers to P&Z for their consideration. These style of gutters are not required as part of the Architectural Guidelines.
 - Applicant change the proposed coach style light and light post
 - The applicant chose a different light fixture (see below)
 - Sign post be changed from proposed stone to wood
 - The applicant agreed to make the change to the sign. The new design will be provided for at the April 8, 2015 P&Z meeting.
 - Change front door to be in line with Powell Architectural Guidelines
 - The applicant is having difficult changing the door design. The Architectural Advisor made mention that the chosen door is fine.
 - Roofing color to be analogous grays in line with Powell Architectural Guidelines

Staff Recommendation

Based upon the above report, Staff recommends approval of the Final Development Plan for Elite Land Title LLC with the following conditions:

1. All engineering is reviewed by the City Engineer to ensure compliance with all applicable rules and standards.

Preliminary Development Plan Review II – March 11, 2015

At the February 11, 2015 P&Z meeting the application was tabled. Since that time the applicant has made changes to the submitted application. The changes are as follows:

1. The parking lot behind the building and the patio were removed (Figure 1).
2. Additional grass was added to the site to account for the reduced parking and building size (Figure 2).

Figure 1

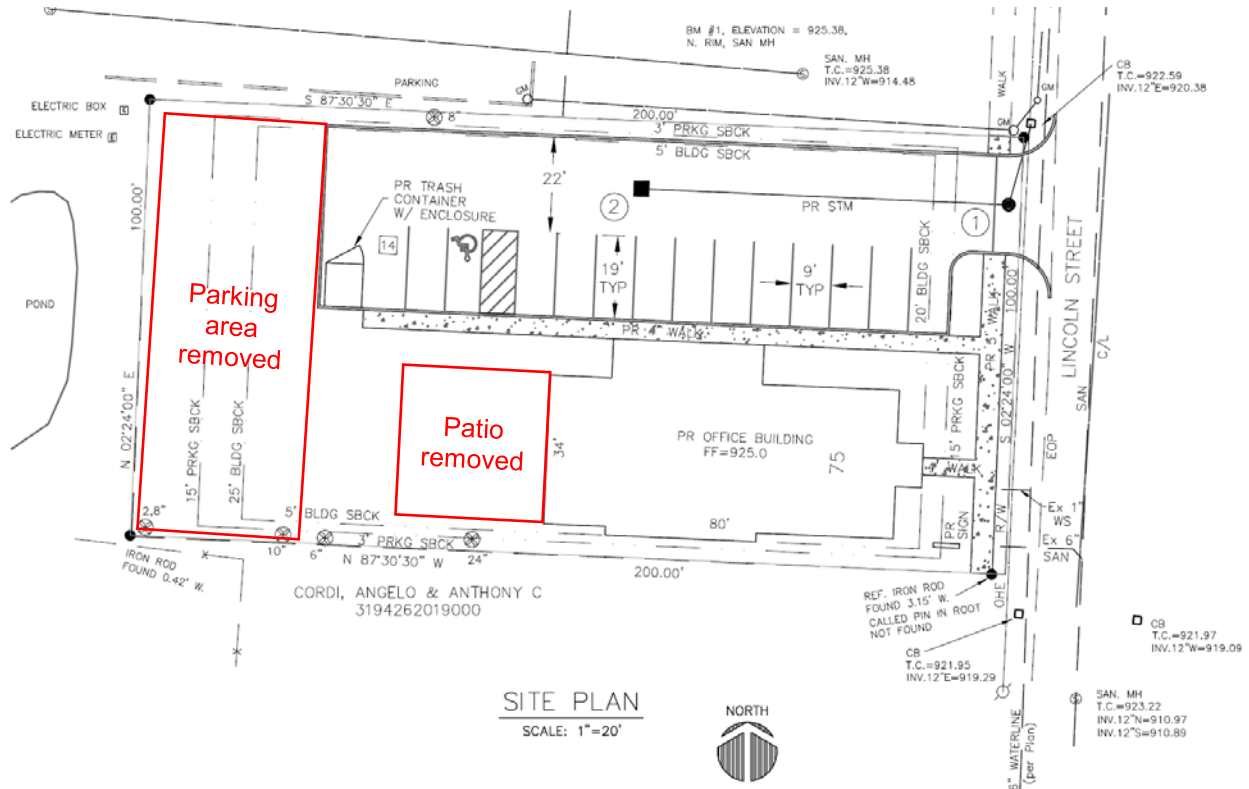
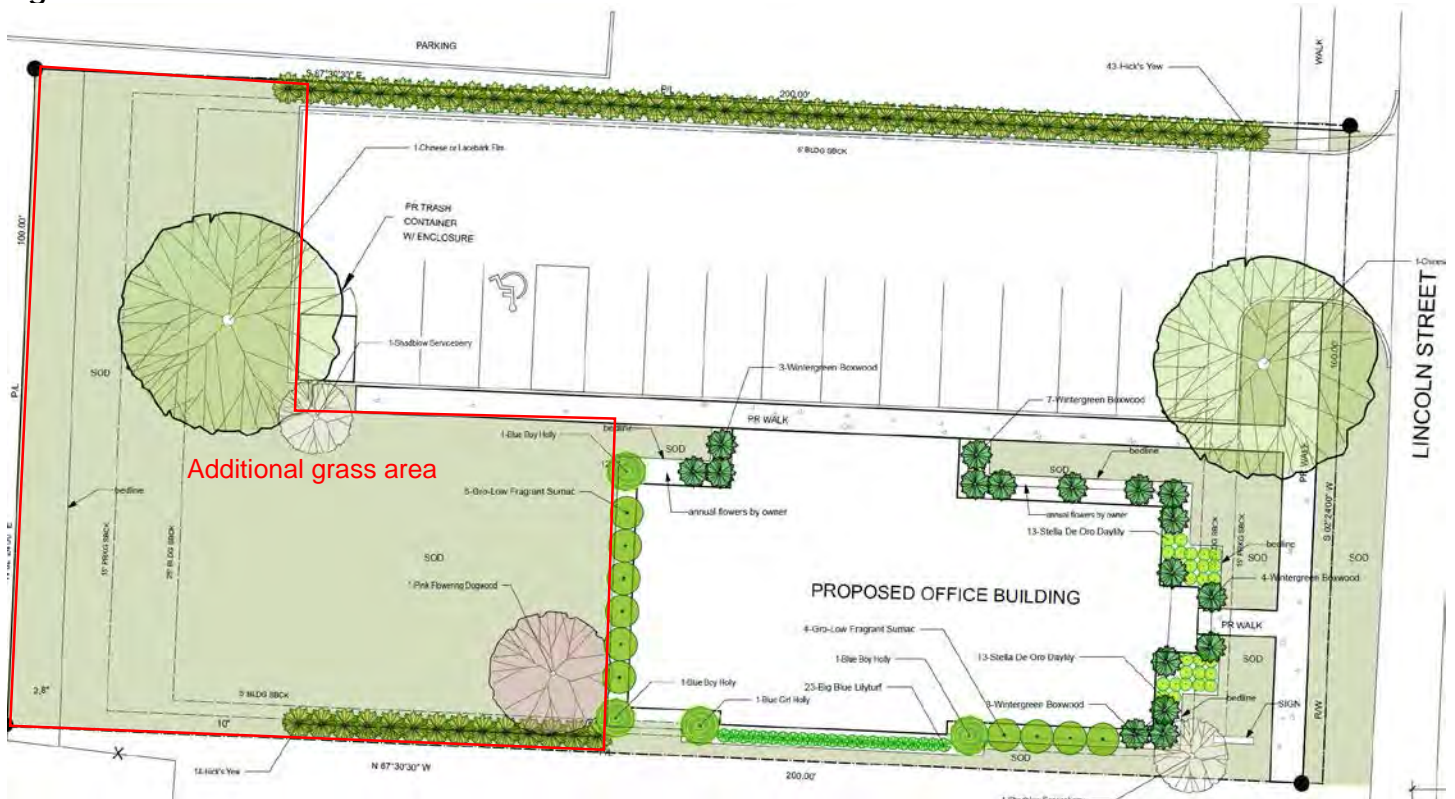


Figure 2



Many of the changes were small in nature and overall, improved the proposed development. As a result, staff finds that the "Preliminary Development Plan Review I" below is still a valid analysis.

Preliminary Development Plan Review I – February 11, 2015

Staff Comments

Staff finds the design, scale, location, and use of the proposed development to be in line with the Comprehensive Plan. The applicant has done a fine job designing the building so that it is compatible with the surrounding and downtown buildings. This way, the development seemingly extends the downtown aesthetic outward. The scale of the proposed building is similar to those found in the Lincoln Street corridor and as a result, the development will blend into the surroundings. As an office use, the building will be used on a typical 9-5 schedule which is positive for the nearby housing. The use is also welcomed, since it will add to the mix near the downtown. Employees at this site may live nearby and frequent the nearby shops.

The site has less than one acre of impervious surface, so storm water detention should be easily attainable within the parking area.

Staff Recommendation

Staff finds that this proposal meets the requirements of the DB, Downtown Business District. All other aspects of the zoning code are also met. With that, Staff recommends approval of the Preliminary Development Plan with the following conditions:

1. The handicap parking is moved closer to the entrance of the building.

Staff makes this recommendation based upon the following Ordinance Review:

Ordinance Review

In accordance with the requirements of codified ordinance 1143.11(g), in approving a preliminary development plan, the Planning and Zoning Commission shall consider:

(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 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.

(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 the increased traffic from this predominately light intense use.

As for onsite circulation, staff feels that the site is designed accordingly to handle traffic.

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

The proposal's yard areas 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: Minimum 20 feet

Side: 5 feet

Rear: Over 25 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 green space and landscaping around the perimeter and out front. 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 near 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.

Sketch Plan Review – January 14, 2015

Ordinance Review

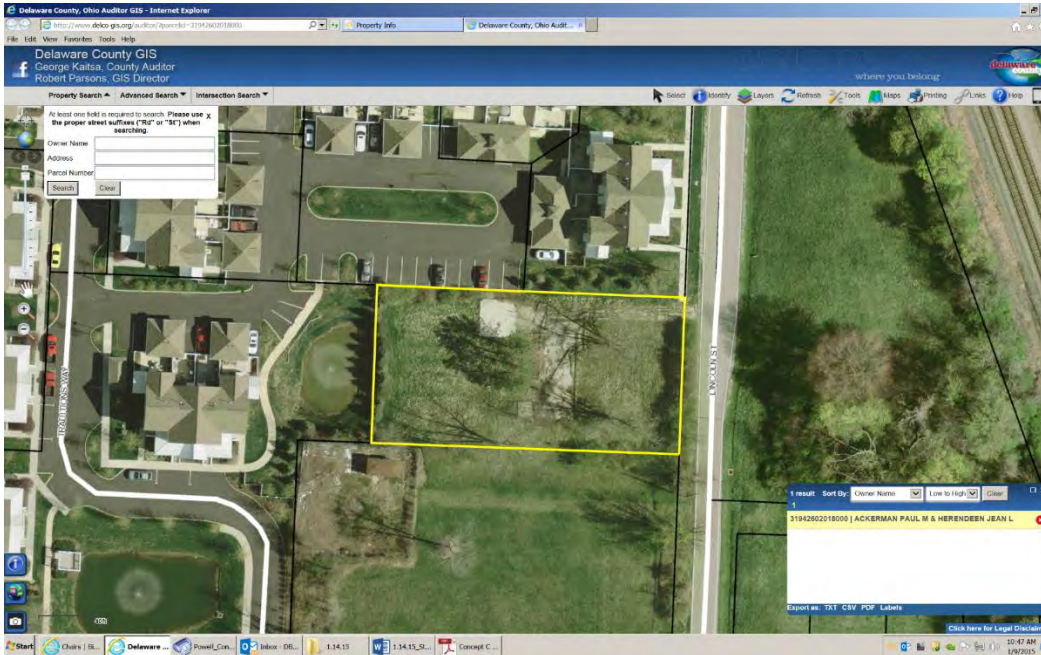
In accordance with the requirements of codified ordinance 1143.11(a), the Commission shall review the Sketch Plan with the Owner and provide the Owner with comments during the meeting, it being understood that no statement by officials of the City shall be binding upon either. This submission is informal and for the purpose of establishing communication and discussing the concept for developing the tract. No formal action will be taken on the Sketch Plan.

Staff Comments

Staff finds the design, scale, location, and use of the proposed development to be in line with the Comprehensive Plan. The applicant has done a fine job designing the building so that it is compatible with the surrounding and downtown buildings. This way, the development seemingly extends the downtown aesthetic outward. The scale of the proposed building is similar to those found in the Lincoln Street corridor and as a result, the development will blend into the surroundings. As an office use, the building will be used on a typical 9-5 schedule which is positive for the nearby housing. The use is also welcomed, since it will add to the mix near the downtown. Employees at this site may live nearby and frequent the nearby shops.

The Downtown Revitalization Study shows recommended uses for the West Quadrant of the downtown which shows a mix of uses (See Figure 1). As can be seen by the highlighted red box, the proposed office use is in line with the recommendations of the Downtown Revitalization Study.

Aerial View of Site



The site plan shows the entrance at the north end of the site with parking to the side and rear of the building. The building was placed on the south side due to the need for a larger setback to the north based upon code requirements (the site plan is incorrect. The setback on the north side is 20 feet, adjacent to a residential use). If we were to "flip" the site and have the parking to the south and building to the north, a variance to this setback will be required. This proposed site plan allows for the "nicer" side of the building to face the residences to the north. There is a retention pond to the west, and undeveloped land to the south which in all likelihood will be developed as a mixed use commercial retail and office development due to its frontage on West Olentangy Street. Across the street to the east is the other proposal on tonight's agenda.

No landscaping plan has been submitted. It is anticipated that a buffer hedge row will be done along the north property line, at least along the first half of that property line where the residences to north are located. The parking for those residences are to the north toward the back half of the lot. There is plenty of room at the front and sides for landscaping to enhance the site.

No storm water control plan has been submitted. It is recommended that the applicant hire a civil engineer to prepare such a plan as early in the process as possible to avoid problems. Our City Engineer indicated that this should be an easy site to engineer.

FIGURE 1 – Downtown Revitalization Plan West Quadrant Recommendations



The proposed development is located in the Downtown Business District. Staff reviewed the regulations of the Downtown Business District and found that the development is generally in line with its requirements

Lastly, Staff sees the design of the buildings being line with the regulations of the Architectural Guidelines. However, Staff defers to the Architectural Advisor for specific comments.

In conclusion, Staff finds the proposed use to be generally in line with the Comprehensive Plan, zoning code, revitalization pan, architectural guidelines, and in concert with the neighboring uses, as well as having an overall benefit to the city.

Staff Recommendation

The applicant continue to the preliminary plan stage. With the following conditions:

1. Pay special attention to the Historic District Architectural Guidelines as they proceed into the next phase of review.
2. Start preparing site engineering concept for review by the City Engineer.

2. PRELIMINARY DEVELOPMENT PLAN REVIEW III

Applicant: Sean Snyder
Location: East side of Lincoln Street between West Olentangy Street and West Case Ave.
Existing Zoning: DB, Downtown Business District
Request: To review a revised preliminary development plan for a proposed two building office development on 1.05 acres.

Site Aerial Map: <https://www.google.com/maps/d/edit?mid=zllWbDq9EXYA.kJw7Ki-xlZrk>

Project Overview

Lincoln Street LLC is proposing a two building office development on 1.05 acres along Lincoln Street. The two buildings will be used for office and small warehouse space.

Project Background

Following the March 11, 2015 P&Z meeting, the applicant incorporated P&Z's recommendations and resubmitted for final development plan review.

The applicant has made the following changes since the last submission:

1. A lighting Plan is now provided.
2. The landscape plan has been modified to include much more landscaping.
3. Details provided on elevations (e.g. "painted wood bracket")
 - a. Includes roofing and siding materials.
 - b. Lighting fixture labeled.
4. Back door moved from the "left elevation" to the "rear elevation".

Ordinance Review

The Final Development Plan application is judged through the follow up from the Preliminary Development Plan approval and the **following code requirements**:

Recommendation by the Planning and Zoning Commission. Within thirty (30) days after the Public Hearing on the final development plan the Planning and Zoning Commission shall recommend that the final development plan be approved as presented, approved with supplementary conditions, or disapproved, and shall transmit all papers constituting the record and the recommendations to Council.

Before making its recommendation, the Planning and Zoning Commission shall find that the facts submitted with the application and presented at the public hearing establish that:

- (1) The proposed planned district development phase can be initiated within two (2) years of the date of approval and can be completed within five (5) years;
The timeline for would be approximately one (1) year.
- (2) The requirements of the Comprehensive Plan relative to the site at issue have been fulfilled;
The applicant's proposal is in line with the Powell Comprehensive Plan.

- (3) **The streets proposed are suitable and adequate to carry the anticipated traffic, and increased densities will not generate traffic in such amounts as to overload the street network outside the planned district plan area;**

The change of use from vacant land to an office building will generate more vehicle traffic to the site. However, the type of uses will not generate a large amount of traffic. Furthermore, Staff believes that Lincoln Street is capable of handling the increased vehicle traffic.

Staff however, would like to mention that truck traffic would be new to Lincoln Street and improvements at the entry and in front of the site on Lincoln Street will need to be done.

- (4) **Proposed non-residential developments can be justified at the location and in the amounts proposed;**

As stated in previous staff reports, Staff believes the use and its location near the downtown will have many positive benefits.

- (5) **Housing densities are warranted by amenities and conditions incorporated in the final development plan and are in accordance with these planned district development requirements;**

There is no housing proposed on the site.

- (6) **Lands to be dedicated to public use are of acceptable and usable size, shape, and location;**

There are no lands to be dedicated to public use.

- (7) **The area surrounding the development can be planned and zoned in coordination with and in substantial compatibility with the proposed development;**

Staff has mentioned in previous staff reports that the proposed use will have a great synergy with surrounding development. As a result, there are no foreseen issues planning and zoning the neighboring areas.

- (8) **The existing and proposed utility services are adequate for the population densities and uses proposed, and**

There are adequate utilities to the site.

- (9) **Adequate provision has been made for the detention and channelization of surface drainage runoff.**

Surface drainage has been accounted for in the design of the site. Further details will be reviewed by the City Engineer.

Staff Comments

Staff is satisfied with the applicant's changes since the last submission. Staff defers to the Architectural Advisor for comments regarding design.

Staff Recommendation

Based upon the above report, Staff recommends approval of the Final Development Plan for Lincoln Street LLC with the following conditions:

1. Lincoln Street improvements (at West Olentangy Street intersection and in front of the site) are done to the City Engineer's standards.

Project Background

At the February 11, 2015 Planning and Zoning meeting, commission members decided to table the application until City Council made a decision on the right-of-way dedication/vacation and that there was a full P&Z Commission present. Since that time, the applicant made changes to the project in accordance with comments made by staff and P&Z.

Changes since the Last Submission

The following are changes since the February 11, 2015 submission:

1. Three buildings were reduced to two and the larger building was reduced in size from 8,640 SF to 6,600 SF (a ~23.6% reduction). This results in a lot coverage of 19.7%, this is less than the total allowable coverage of 20% for this zoning district.
2. The building designs (interior and exterior) have changed slightly to accommodate the change in the size of the buildings. Staff defers to the Architectural Advisor for comments.
3. The height of the buildings may have been reduced. Staff is unable to discern the dimension provided in the drawings.
4. Truck turn analyses have been updated.
5. The detention basin was moved from the front of the site to the back of the large building.
6. Smaller buildings require less parking as. As a result, parking along the rear of the site was removed and there are now 10 parking spaces.
7. The trash areas has moved to the south corner of the site.
8. Council passed an ordinance to vacate a portion of a roadway easement.
 - a. In exchange, the City is getting 20 feet of easement dedicated as right-of-way along Lincoln Street. This exchange will correct the issue of ownership and help the applicant satisfy set back requirements. The ordinance is attached for reference.
 - b. The ordinance will not be recorded until the applicant dedicates the easement in front of the site to the city. Staff's recommendation is contingent on this exchange being fully executed.

Staff Comments

Staff appreciates the applicant for revising their submission to better fit with P&Z's requests.

As this is a third round in the preliminary plan stage, staff will focus on changes since the February 11, 2015 submission. Staff still feels that the ordinance review on page 21 is still valid.

The following are items that staff would like to highlight:

1. At the February 11, 2015 meeting, P&Z focused on the turning radii and impact of trucks on this site and Lincoln Street. After further review, Staff feels that the improvements to the entrance of Lincoln Street and the applicant's improvements along the front of the site would be sufficient and reasonable. Having the applicant improve the entirety of Lincoln Street is unreasonable. The road will be improved as more development occurs along Lincoln Street. Overall, an application should be looked at for its cumulative effects. Although the trucks will have an impact, creating new office/warehouse space downtown will have a cumulative positive effect on the downtown and Powell.
2. The reduction in size and scale of the two buildings is in-line with P&Z and resident's comments. Furthermore, the lot coverage is now under the maximum allowable 20%.
3. The applicant's reduction in parking to 10 spots is in line with zoning requirements. As a mixed-use development, the following calculations were used to determine parking requirements (based on Ordinance 1149.07 - Parking Space Requirements).

Office parking space parking requirement (1149.07(b)(18):	One (1) for each 200 square feet of floor area.*
Warehouse parking space requirement (1149.07(f)(1):	One (1) for every employee on the largest shift for which the facility is designed, plus one (1) for each motor vehicle used in the business.*

*Parking requirements are reduced 50% since this is a downtown development.

Therefore:

Office Parking Spaces = ((Office Square Feet)/200)/2

Warehouse Parking Spaces = (Employees) + (Motor Vehicle)

Therefore:

$((644+2435)/200)/2 \approx 8$ Office Parking Spaces

$((5)+(2))/2 \approx 2$ Warehouse Parking Spaces

Total ≈ 10 Parking Spaces needed on the site.

Staff Recommendation

Staff makes this recommendation based upon the current and February 11, 2015 staff report below.

Staff recommends approval of the Preliminary Development Plan with the following conditions:

1. Staff's comments are incorporated into the Final Development Plan.
2. All engineering and improvements along Lincoln Street are done to the standards of the Acting City Engineer.
3. The vacation/dedication of right-of-way easements is executed and recorded before final approval.
4. The final development plan include a modified landscape plan, lighting plan, proposed fixtures, and a signage plan that includes signage for the speculative buildings.

PRELIMINARY PLAN REVIEW II – February 11, 2015

Project Background

At the January 11, 2015 Planning and Zoning meeting, commission members and staff had a number of comments and questions for the applicant. Commission members decided to table the application until the applicant provided the requested information. Since that time, the applicant has provided staff with all of the requested information and resubmitted for preliminary plan review.

Changes since the Last Submission

The applicant has made the following changes since the January 11, 2015 submission:

- The applicant provided renderings that show the proposed development in relation to neighboring uses.
- Renderings now include detailed landscaping and dimensions.
- Site plans now include an extended sidewalk to the property edge.
- Site plans also show new asphalt along Lincoln Street aimed to widen the road.
- Additional parking has been added to the back of the site.
- Loading dock has been redesigned to include a railing and has been screened by plantings.
- A cross section of Lincoln Street development has been provided to illustrate elevations in relation to nearby uses (Drawing Number 4/6).
- Turning Radius Analyses provided for a 40' and 53' truck (Drawing Number 5 & 6).
- South and West architectural elevations for Building #1 provided.
- Interior renderings provided.
- Images illustrating the future use of the warehouse provided.

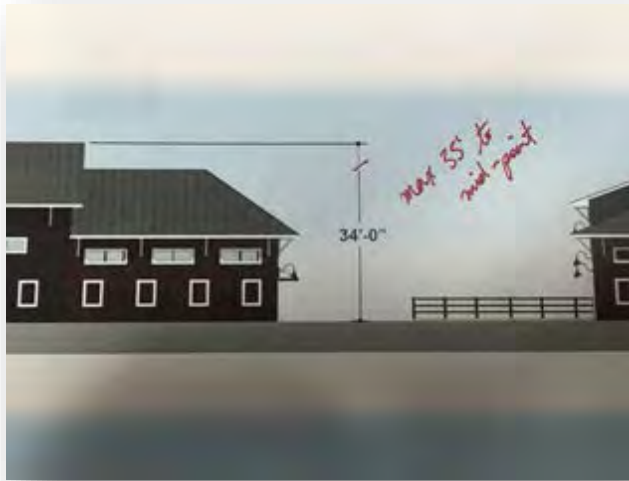
Staff Comments

Staff is pleased with the applicant for providing all of the requested documentation. The package is much further along and allows for a more in-depth analysis.

As this is a second round in the preliminary plan stage, staff will focus on changes since the January 11, 2015 submission.

The following are items that staff would like to highlight:

4. The zoning ordinance for the Downtown Business District (DB) allows for buildings to be a maximum height of 35 feet. This dimension is measured from the vertical distance measured from the average elevation of the proposed finished grade at the front of the building to the mean height between eaves and ridge for gable, hip, and gambled roofs (1123.01(13)). After further review of the applicant's dimensioned elevations, staff noticed that the height of the applicant's buildings is 34 feet from the ground to the ridgeline of the roof and not the mid-point between the eave and the ridge. As a result, the applicant's proposed buildings is actually well under the maximum allowable height.



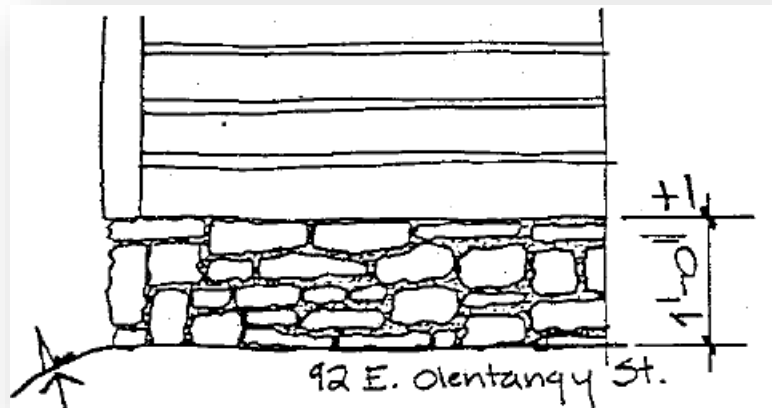
5. To alleviate any concerns about height and scale, the applicant provided a cross section of Lincoln Street to show how the proposed buildings are in relation with neighboring buildings. As can be seen from the figure below, the proposed building would be in scale with the nearby buildings heights.



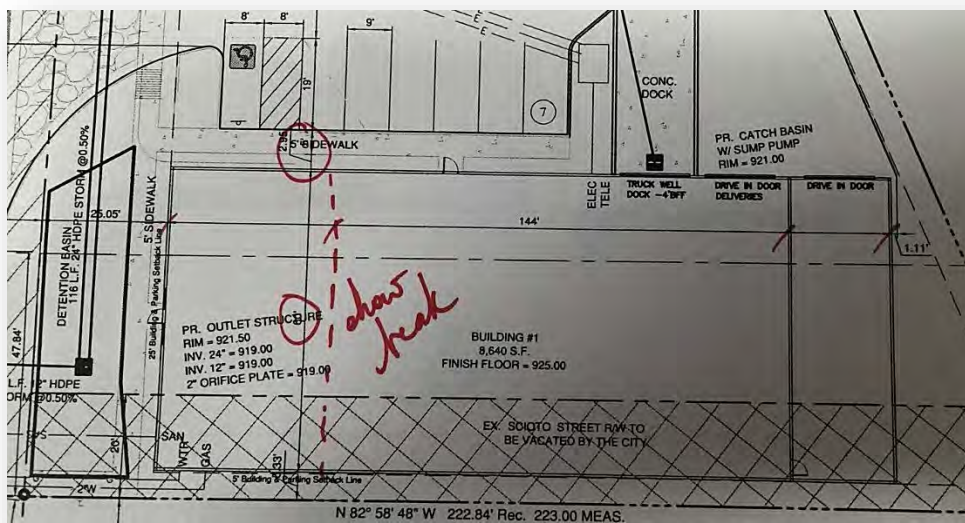
6. The applicant has added additional landscaping but it is still less than code requirements. As per 1145.32, at a minimum, at least seventy percent (70%) of the lineal footage around the perimeter of a structure shall be landscaped. Because of the warehouse side, the applicant may not be able to meet 100% of this requirement, and if not add landscaping in other areas to compensate. The applicant should increase landscaping around the buildings in their Final Development Plan submission.
7. The applicant provided turning radius analyses for 40 and 53 foot trucks. To do a rough analysis, staff took the diagrams and superimposed them onto aerial imagery using GIS (the images are attached). Staff, along with the Acting City Engineer did a cursory examination of the images and determined the following:
 - a. The Lincoln Street sides at West Olentangy Street will need to be improved to accommodate truck traffic. Improvements would include widening the throat and radius, moving the sidewalk back, possibly relocating the utility pole and restriping. Further details would be determined at a later date by the City Engineer if the plan were to be approved.
 - b. A "Semis no right turn" sign will need to be installed to restrict turning onto Lincoln Street for westbound trucks.
 - c. Staff also determined that in the long-term, Lincoln Street may need to be widened and improved due to increased traffic and the development of the adjacent sites to the west and east and south of the subject site. At this time, however, the improvements are not necessary. Since this parcel is in the TIF district, if approved, the property development will increase the TIF fund that could ultimately be used to make the improvements. The neighboring vacant sites, when improved, would also pay into the TIF fund, which would

help pay for any improvements, if necessary.

8. The applicant provided additional elevations for Building #1. After reviewing the new architectural drawing staff has the following comments:
 - a. The window style may need to be changed. As per the Architectural Guidelines, double hung windows with no grids are preferred. Also, the dimension of the windows may be incorrect. Dimensions of windows should also be reviewed in the Architectural Guidelines.
 - b. Staff suggests adding a small, stone veneer foundation to the bottom of each proposed building. Stone foundations are typical for barns, the style these buildings are aiming to mimic (see example below).



9. General comments:
 - a. Update the cover sheet of their site plans to reflect all the changes. For example, the parking figure is incorrect.
 - b. The applicant provide future renderings and drawings to scale with legible dimensions. Some of the submitted plans were difficult to read (see below).
 - c. On the site plan drawings, dimensions for the interior of the building should added to the plan. The current drawings show the back wall but not the front wall for Building #1 (see below).



Ordinance Review

In accordance with the requirements of codified ordinance 1143.11(g), in approving a preliminary development plan, the Planning and Zoning Commission shall consider:

(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 done 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 near 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.

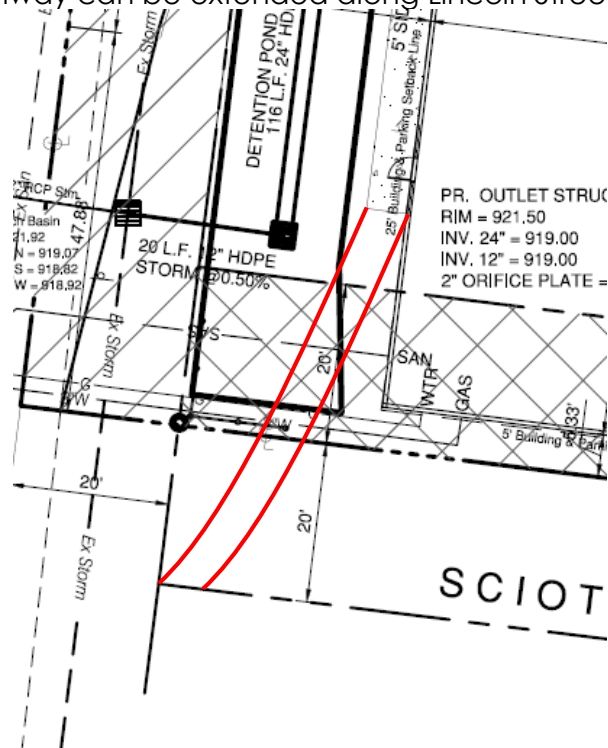
Staff Comments

Staff however, does have some reservations with the submitted plan. They are as follows:

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- Hand-drawn site plan showing a concrete dock, truck well dock, and various annotations. The plan includes a north arrow pointing towards the top right. Key features and labels include:
- CONC. DOCK**: A large rectangular area labeled "CONC. DOCK" with a width dimension of 15.83'.
 - TRUCK WELL DOCK - 436T**: A smaller rectangular area at the bottom left, labeled "TRUCK WELL DOCK - 436T".
 - PR. CATCH BASIN W/ SUMP PUMP RIM = 921.00**: A circular feature at the bottom right, labeled "PR. CATCH BASIN W/ SUMP PUMP RIM = 921.00".
 - DRIVE IN DOOR**: A label at the bottom right indicating the entrance.
 - Handwritten Annotations**:
 - 6x19*: Vertical text on the left side.
 - 15.83'*: Dimension line for the concrete dock width.
 - 15.83'*: Dimension line for the concrete dock width.
 - PR. CATCH BASIN W/ SUMP PUMP RIM = 921.00*: Handwritten text near the catch basin.
 - DRIVE IN DOOR*: Handwritten text at the bottom right.
 - TRUCK WELL DOCK - 436T*: Handwritten text at the bottom left.
 - CONC. DOCK*: Handwritten text inside the concrete dock area.
 - 15.83'*: Handwritten dimension line for the concrete dock width.
 - 15.83'*: Handwritten dimension line for the concrete dock width.
 - 15.83'*: Handwritten dimension line for the concrete dock width.

3. The sidewalks along the front of the site need to be extended to the property edge. This way, a pedestrian pathway can be extended along Lincoln Street in the future (see below).



Staff Recommendation

Staff recommends approval of the Preliminary Development Plan with the following conditions:

1. Staff's comments above are incorporated into the plan.
2. During the sketch plan phase, Staff noted that the property boundaries were ambiguous. The applicant worked with city staff to determine the proper boundaries and during the discussions it was determined that a vacation and dedication of property would need to be done in order for the parcel to meet set back requirements. As noted on the applicant's proposal, the land south of the proposed site needs to be vacated by the city and the land west of the property needs to be dedicated by the landowner to the city. By doing this the irregular and ambiguous property boundaries will be rectified. As a result, Staff would like Council to approve the right of way vacation before submittal of the final development plan.

SKETCH PLAN REVIEW – OCTOBER 8, 2014

Ordinance Review

In accordance with the requirements of codified ordinance 1143.11(a), the Commission shall review the Sketch Plan with the Owner and provide the Owner with comments during the meeting, it being understood that no statement by officials of the City shall be binding upon either. This submission is informal and for the purpose of establishing communication and discussing the concept for developing the tract. No formal action will be taken on the Sketch Plan.

Staff Comments

Staff finds the design, scale, location, and use of the proposed development to be in line with the Comprehensive Plan. The applicant has done a fine job designing the buildings so that they are in line with the surrounding uses, especially the downtown buildings. This way, the development seemingly extends the downtown aesthetic outward. The scale of the proposed buildings are similar to those found across Lincoln Street and as a result, the development will blend into the surroundings. As a business/warehouse use, the building will be used on a typical 9-5 schedule. A perfect use to be located near the railway. It will shield the residential neighbors, but also, the proposed use will not be bothered by the passing trains. The use is also welcomed, since it will add to the mix near the downtown. Employees at this site may live nearby and frequent the nearby shops.

The Downtown Revitalization Study shows a West Quadrant, indicating a varied mix of uses west of the railroad tracks (See Figure 1). The proposed use is a light commercial use and is ideal for its location with the railroad tracks. The buildings up front act as a buffer to the existing residential to the west. We will probably want to examine the specific types of uses that would be allowed within this development. Lighter commercial uses where larger space for a warehouse or storage needs is preferred, as opposed to construction contractors with equipment and materials storage. The types of uses can be explicitly stated within a development plan text.

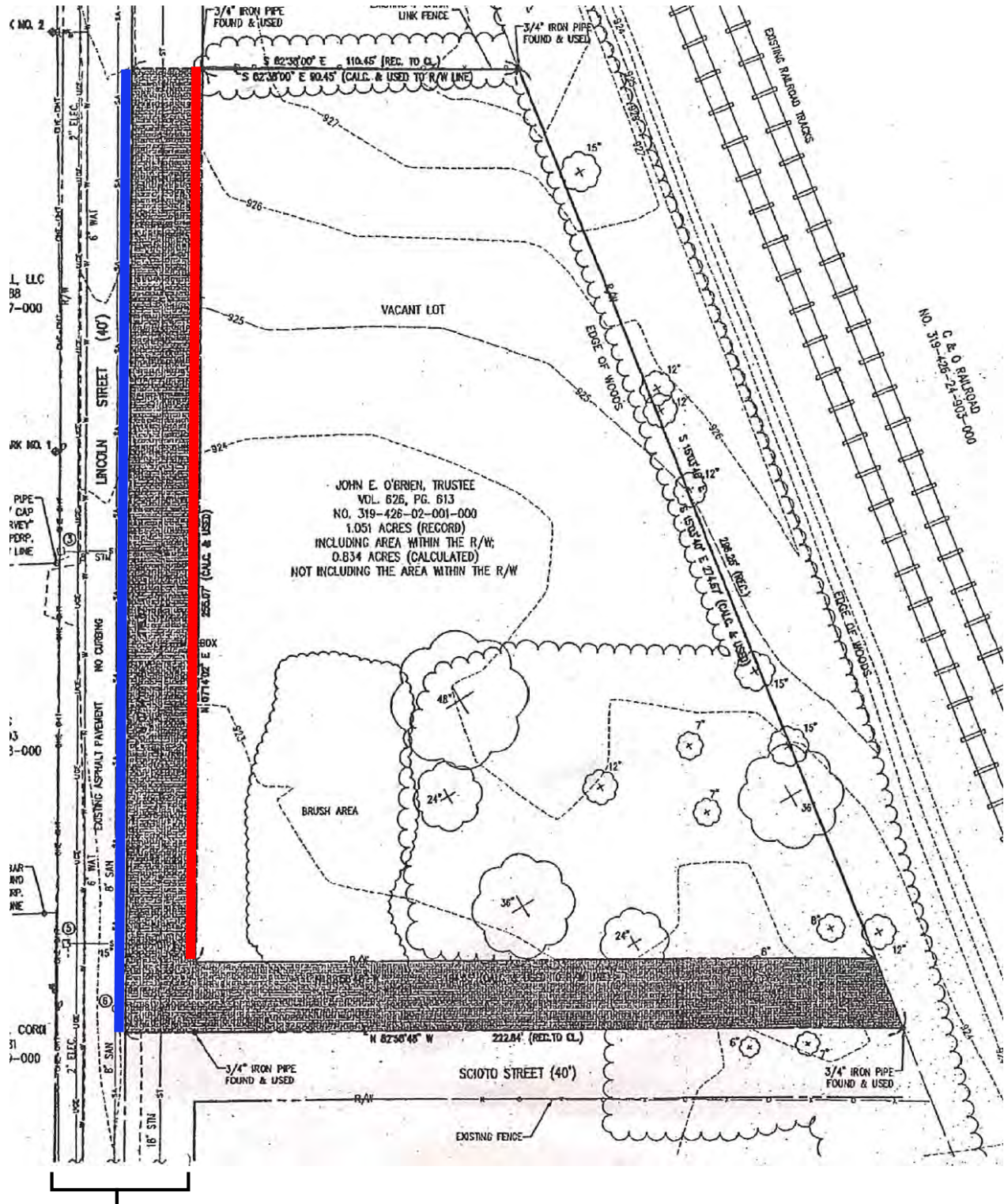
The proposed development is located in the Downtown Business District. Staff reviewed the rules and regulations of the Downtown Business District and found that the development is generally in line with its requirements. There is however, an issue with the survey as presented. Currently the survey may incorrectly show the property edge of the site at the road centerline (see Figure 2, see blue line). Staff did some research and found that the property line may actually be further back at the edge of the right-of-way (Figure 2, see orange line). Staff will need a correct survey to determine the appropriate setback requirements. As of now, Staff assumes the 20 foot setback requirement from the edge of the right-of-way line (Figure 3, see red line), which would then require the applicant to receive a front yard setback variance. Nevertheless, this can be determined at the preliminary development plan stage of review.

Pending corrections to the survey, Staff finds the proposed use to be generally in line with the Comprehensive Plan, zoning code and in concert with the neighboring uses, and an overall benefit to the city.

FIGURE 1 – Downtown Revitalization Plan West Quadrant Recommendations

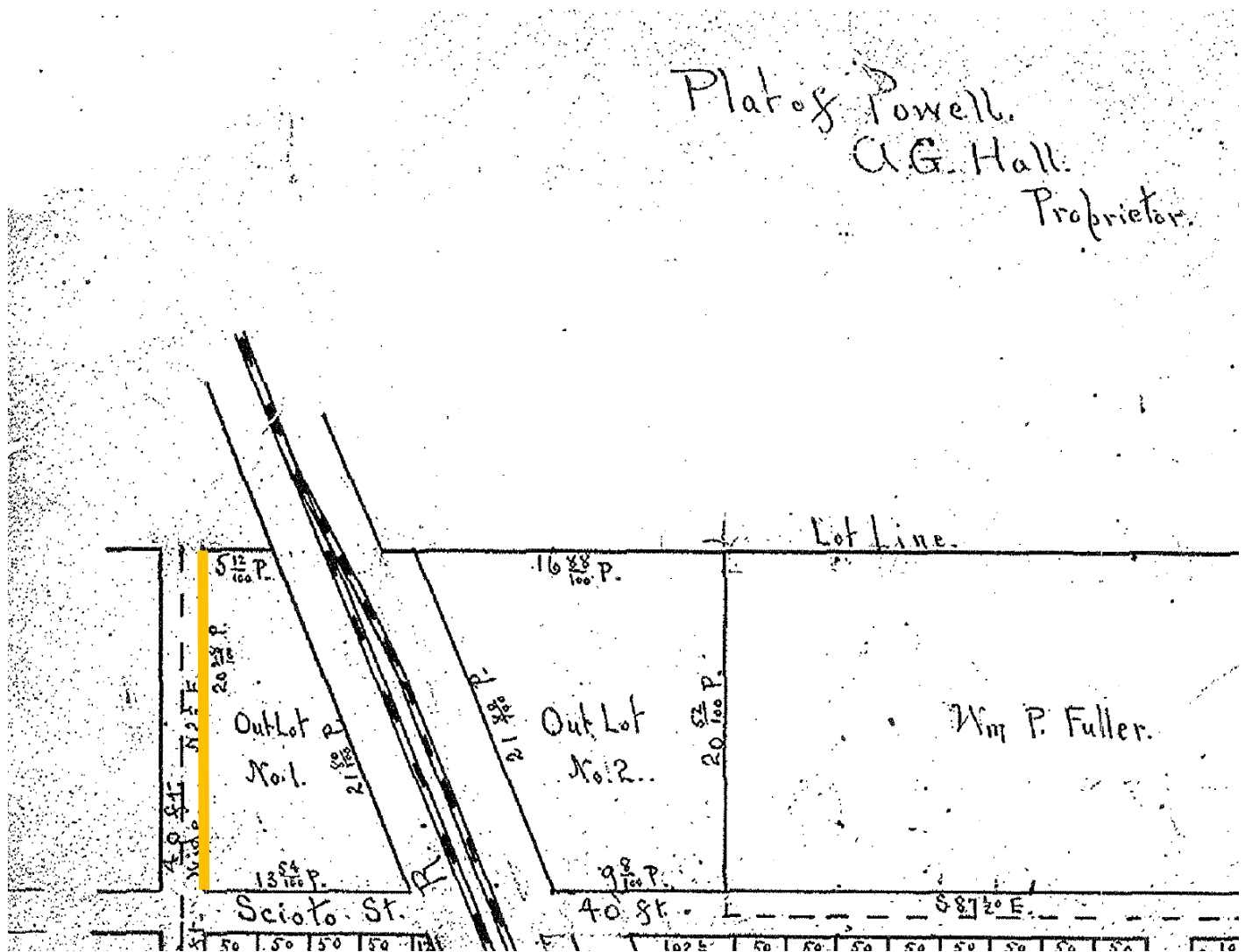


FIGURE 2 – ALTA Survey



Right-of-Way

FIGURE 3 – Original Plat of Powell



Staff Recommendation

The applicant continue to the preliminary plan stage. With the following conditions:

1. The applicant provide a Development Plan Text outlining proposed list of approved uses and prohibited uses.
2. Meet early with the city engineer's office to work through storm water runoff and other concerns.

3. PLAT REVIEW

Applicant: The Reserve at Scioto Glenn, LLC & Metro Development, LLC
Location: Home Road & Steitz Road
Existing Zoning: PR, Planned Residence District
Request: To review phase 2 and 3 plats for the Reserve at Scioto Glenn.

Site Aerial Map: <https://goo.gl/maps/bpU1i>

Project Overview

Metro Development is proposing to construct the next two phases of The Reserve at Scioto Glen and have submitted the Subdivision Plat for both phases as well as the Engineering Plans to Staff for review. As part of our review, we examine all of the needed storm sewer, sanitary sewer routing, street locations and sizes, pathways, storm water control and open space dedication and any required improvements.

Project Background

The subdivision has been under construction since last year with the first phase building out quickly. The proposed second and third phase will complete the phased development of this site. This phasing includes the development of the park site as well as connecting to the existing subdivision to the south.



SITE DATA	
TOTAL PLANNED LOTS	141 (131 PHASE 1, 10 PHASE 2)
TOTAL ACRES OF LOT 1 (30)	3.00
DEVELOP	ALL LOT DEVELOPMENT
LANDSCAPE DESIGN AREA	0
LANDSCAPE DESIGN AREA PER ACRE	0
TOTAL CROWN SPACE	74.00 (74.00 PHASE 1, 0.00 PHASE 2)

ILLUSTRATIVE PLAN
THE RESERVE
PREPARED FOR METRO DEVELOPMENT
2018-2019



Ordinance Review

The subdivision plat is reviewed under Section 1109.10 of the Subdivision Regulations. We review the subdivision plat to make sure that all items related to lot sizes, open spaces, needed easements and the like are included within the plat, implementing the requirements of the approved development plan.

Staff Comments

The overall plat requirements in Section 1109.10 have been met or are intending to be met as we review the plat with the engineering plans. Staff has met with the applicant in order to coordinate items, such as off-site drainage, park development, pathway development, etc., on the engineering plans.

The Plat for Section 2 should show that The Reserve Lot 3621 be dedicated to the HOA with a public pathway easement and that The Reserve Lot 3622 be dedicated to the City as a public pathway access to the proposed park site. Proper dedication language needs to be added to the first page. The Plat for Section 3 should show that The Reserve Lot 3665 be dedicated to the City of Powell as a public park and that Reserve Lot 3666 be dedicated to the HOA with a public pathway easement as there is to be a pathway that goes around a pond. Proper dedication language needs to be added to page one.

Staff Recommendation

Based upon the above report, Staff recommends approval of the Subdivision Plat for The Reserve at Scioto Glen Phase 2 with the following conditions:

1. That the Plat for Section 2 should show that The Reserve Lot 3621 be dedicated to the HOA with a public pathway easement and that The Reserve Lot 3622 be dedicated to the City as a public pathway access to the proposed park site. Proper dedication language needs to be added to the first page.
2. That the City Engineer review and approve all necessary easements, lot numbers, addresses, and notes prior to signing the plat.

Based upon the above report, Staff recommends approval of the Subdivision Plat for The Reserve at Scioto Glen Phase 3 with the following conditions:

1. That the Plat for Section 3 should show that The Reserve Lot 3665 be dedicated to the City of Powell as a public park and that Reserve Lot 3666 be dedicated to the HOA with a public pathway easement as there is to be a pathway that goes around a pond. Proper dedication language needs to be added to page one.
2. That the City Engineer review and approve all necessary easements, lot numbers, addresses, and notes prior to signing the plat.

4. AMENDING AN APPROVED FINAL DEVELOPMENT PLAN REVIEW

Applicant: Big Hearts Little Hands
Location: 240 N. Liberty Road
Existing Zoning: PC, Planned Commercial District
Request: To review the addition of a fenced playground area.

Site Aerial Map: <https://goo.gl/maps/amDWo>

Project Background and Overview

Big Hearts and Little Hands found and leased space in Liberty Plaza for the expansion of their day care business last year. They relocated to the second floor on the northeast portion of the center. This has worked out very well rather than utilizing a temporary classroom as originally submitted. Right now, this proposal is for the fencing of the existing parking lot area to the north of the center as shown within their proposal, to create a play area. The play area will not have permanently installed playground equipment or any type of equipment that will require a fall zone be prepared. The applicant has indicated that they will be color sealing/painting the pavement area to provide for games such as hop scotch and tic-tac-toe, some portable type tables and chairs and a portable small basketball goal for young people. All balls and things will be brought in after school.

Ordinance Review

The property is zoned PC, Planned Commercial District where day care uses are permitted. The original development plan for Liberty Plaza and our recent design amendments did not anticipate a pre-school playground at this location. Due to the way the properties behind the center are utilized and the shared nature of the driveway, it is unfeasible to place a playground there. It seems that the only logical location is where it is proposed.

Staff Comments

Staff's concern center around locating a play area in an area that is still going to be utilized for vehicular traffic. No safety bollards are proposed. Staff recommends the installation of safety bollards inside the fence area to help prevent vehicles from driving into the playground. There should also be reflective material on portions of the fence so it can be seen at night. The bollards inside the fence will look better than outside the fence, yet still do the same job. Staff asked the Fire Department if there were any concerns. They indicated that there is plenty of room for their fire truck to maneuver. The final Staff concern is that if the day care should leave, the fence and bollards be removed and that the parking lot area be returned to its current status.

Staff Recommendation

Based upon the above report, Staff recommends approval of the Amendment to the Final Development Plan for Liberty Plaza at 240 North Liberty Street, with the following conditions:

1. That concrete or other similar type safety bollard or devices be placed at regular intervals at the fence, inside the fence, for safety purposes.
2. That reflective material be placed at various intervals on the outside of fence.
3. That if the day care ceases as a use within the center, that the play area, fence and bollards be removed at put back into its current condition.