



**HISTORIC DOWNTOWN ADVISORY COMMISSION**  
Village Green Municipal Building, Council Chambers  
47 Hall Street  
Tuesday, April 28, 2015  
6:15 P.M.

## 1. ARCHITECTURAL REVIEW

Applicant: Sean Snyder  
Location: Lincoln Street  
Existing Zoning: DB, Downtown Business District  
Request: To review a final development plan for a proposed two building office development on 1.05 acres at the request of the Planning and Zoning Commission.

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. The office and warehouse space is for a company that sells bathroom fixtures to hotels. This application was reviewed by the Planning and Zoning Commission (P&Z) and has received its final develop plan review approval. P&Z reviews are attached for reference.

P&Z, as part of its final plan approval, requested HDAC to review the design of the proposed buildings to ensure they are in line with downtown district guidelines. Only after HDAC has reviewed the proposal can the applicant submit to City Council for approval.

The applicant has provided the same documents presented to P&Z with the addition of detailed cut sheets outlining color, material, and fixture selections.

### Ordinance Review

The application is in line with the zoning code and the Powell Comprehensive Plan.

The [City of Powell Architectural Guidelines \(PAG\)](#) were reviewed and used in the creation of this staff report.

### Staff Comments

Staff comments follow the organization of the PAG.

The structure of the comments below are as follows:

PAG topic area

- Whether the proposed application meets PAG guidelines or not.
  - Specific PAG guidelines.
    - Staff comments.

### Architectural Style (PAG, P. 265)

- The proposed project is in line with PAG’s preferred architectural styles.
  - The type of building proposed is a “Stick Style” architectural style (PAG, P. 266).
  - A building with wood frame construction and faced in wood siding.
  - Roof eaves project considerably, often supported by diagonal braces.
- The materials proposed by the applicant are in line with PAG requirements.
  - The applicant is proposing wood brackets under eaves, metal standing seam roofing, and board and batten siding.

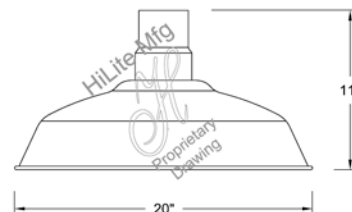


### Site Considerations (PAG, P. 269)

- The proposed layout of the site is also consistent with the PAG’s site considerations.
  - Maintain the rural village character of Powell's Historic District.
    - The proposed used is a farm-barn style structure. This adds to the rural character of downtown.
  - Parking and roads should be designed to require the least amount of surface.
    - The proposed parking is the least amount required by city code.
  - Drives should be the shortest length possible and the minimum width necessary.
    - The drivers are as short and width is as small as possible. The access may seem larger, as trucks need to make their way onto the site. Turning radii analyses are provided in the applicant’s packet.
  - Access roads should be located as unobtrusively as possible, and landscaping should be planned to soften their impact.
    - The applicant’s landscape plans shows how landscaping will soften the site.
  - Commercial lots should be paved with asphalt, brick, concrete, or tar and chips as required in the Powell Zoning Code.
    - The lot will be paved with asphalt.
  - Sidewalks in all areas of the historic district should be concrete.
    - Sidewalks are to be concrete.
  - The building is set back 20 feet from the road with a modest front yard.
    - The proposed buildings are 25 feet from the road.

### Lighting (PAG, P. 272)

- The applicant provided the lighting fixture to be used (see below).
  - Lighting fixtures should be simple Victorian or turn of the century in design, with round or egg-shaped globes on metal posts with minimal detailing.
  - The lighting fixture is atypical for those found in the historic district. Staff defers to the Architectural Advisor for advice.
  - There are security lights proposed on the side of the building. Staff urges the applicant to use shields to ensure there is no light bleed onto neighboring properties.



Signage and Graphics (PAG, P. 274)

- The applicant provided a signage design that meets all of the PAG except that the size of the larger sign is too big and both signs are aluminum.
  - Overall size should not exceed 12 square feet in the Historic District.
    - The proposed sign is 24 square feet.
  - Wood is the preferred material for signs.
    - Staff defers to the Commission for their opinion.

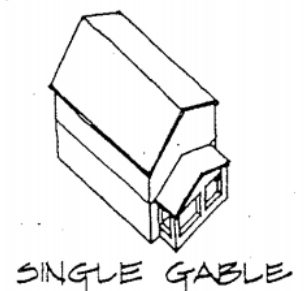


Landscaping (PAG, P. 278)

- The applicant has provided a landscape plan. It is consistent with the PAG.
  - Street trees should be planted approximately 25 feet apart and 3 to 4 feet from the sidewalk.
    - Although the trees are closer than 25 feet. Staff recommends keeping the additional trees to soften the look of the site.
  - It is recommended that the trees be planted in the lawn panels between the buildings and the sidewalk. Trees in this location will be less likely to send roots under a sidewalk.
  - A variety of street trees should be planted in order to ensure that the tree line will survive the failure of one species.
  - Yards should be rural in character, and use native plantings. These should be primarily grass with trees and small beds of native cultivated or wild flowers.

Massing (PAG, P. 280)

- The type of massing of the proposed buildings is single gable and it is consistent with the PAG regulations.
  - Instead of a porch, the second block of the building is office space.

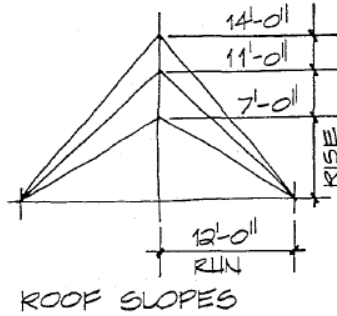
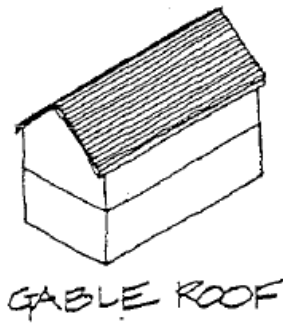


New Construction (PAG, P. 283)

- The applicants building is in line with policies about new construction in the PAG.
  - New construction, which is in harmony with the existing character of Powell is encouraged within the Historical District.
  - This does not mean that new buildings must be exact copies of older ones. Contemporary design which is compatible with existing structures in massing, materials and detailing is encouraged.
  - Every effort should be made to break up the massing of these buildings through the use of wings, projections, porches, roof slopes and dormers.
  - Massive, blocky buildings and long, linear buildings are not appropriate anywhere in the historic district.

Roofs (PAG, P. 285)

- The roof is consistent with the PAG. However, staff defers to the Architectural Advisor regarding slope.
  - For the larger building, the applicant is proposing a gable roof with a pitch of 12/4 for the main block of the building and 12/10 for the secondary block.
  - For the smaller building, the applicant is proposing a gable roof with a pitch of 12/5 for the main block of the building and 12/10 for the secondary block.
  - Gable roofs are most appropriate for new construction in the Historic District.
    - Based on PAG, the shape of the proposed building has an appropriate mass broken up by the porch.



Building Materials (PAG, P. 291)

- The applicant's proposed building materials are consistent with the PAG. However, staff is unsure about the chosen material and style of the siding. Staff defers to the Architectural Advisor for an opinion.
  - The applicant has opted to not have an exposed foundation.
  - Siding proposed is a HardiePanel® designed batten. Staff is unsure of this selection.
    - According to the PAG (P. 303), the use of aluminum and vinyl siding in new construction or to replace existing wood siding should not be considered unless all other possible courses of action have been explored.

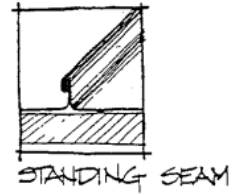


- The proposed Eco-Seam™ roof's material (metal) and style (standing seam) is consistent with the PAG.



## Roofing (PAG, P. 304)

- The applicant is proposing batten standing seam metal roofing shingles. This is in line with the PAG.
  - A few of the buildings in Powell's historic district have metal roofs. Most of these roofs are built of tin, and are either batten or standing seam types. These types of roofs were popular in rural areas in the 19th century.
  - Only silver-gray "tin" colors are appropriate for use in the historic district.
  - Metal roofs other than batten or standing seam types are not appropriate for use in the district.



## Windows (PAG, P. 307)

- The applicant's proposed windows are somewhat consistent with the PAG guidelines. The applicant is proposing vinyl windows where wood is preferred.
  - There are three basic types of windows which are historically correct within the Historic District, double-hung, "ribbon" and fixed sash.
  - The most common type of window in the village is double-hung, straight-topped, and as tall, thin proportions. These windows range from two to three times as tall as they are wide.
    - The applicant has proposed double-hung windows.

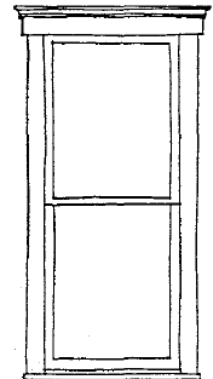


### **ProFinish Contractor**

Vinyl Single Hung New Construction Window

The Contractor series offers virtually unlimited size and style options to give you the ultimate in design flexibility, while providing easy installation with an integral nailing fin and J-channel and impressive energy-efficient options.

- Two-over-two or one-over-one pane divisions are typical.
- Single mass buildings should have more windows to enliven their facades.
- Most of the windows in Powell are detailed with simple trim, and this simplicity should be reflected in new construction.
- Wood windows are preferred for replacement or new construction in the historic district.
  - The applicant is proposing vinyl windows.

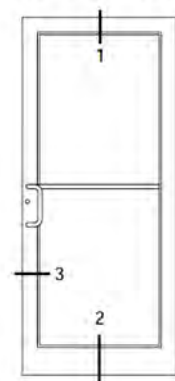


57 W. Olentangy St.

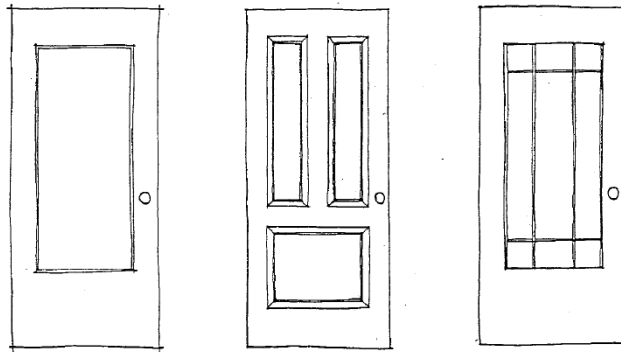
## Doors (PAG, P. 317)

- The applicant's doors are in line with some of PAG recommendations.
  - Although wood doors are preferred, steel doors may be appropriate for replacement or new construction.
    - Staff defers to the Architectural Advisor for an opinion on the details of the door.
  - The PAG does not have guidelines regarding garage doors.
    - Staff defers to the Architectural Advisor for an opinion on the garage doors.

### 350 MEDIUM STILE







ALTERNATIVE DOORS FOR REPLACEMENT OR NEW CONSTRUCTION

- All exterior doors in the Historic District should be painted to match or coordinate with building trim.
- Door trim used in new construction should reflect the traditional trims, which are similar to those illustrated for windows.

#### Cornices and Friezes (PAG, P. 326)

- The applicant's cornices are in line with the PAG.
  - For new construction, a simplified version which reflects the scale, substance and rhythm of typical village cornices will be appropriate.
  - Cornices used on commercial scale buildings should be fairly large (about one eighth to one sixth of the total height of the building) and should extend along all facades visible from main roads.

#### Gutters and Downspouts (PAG, P. 328)

- The applicant's gutters are in line with the PAG.
  - Aluminum downspouts may be used for replacement or new construction.
  - All gutters used in replacement or new construction should be painted to match fascia trim.

#### Painting and Colors (PAG, P. 330)

- The applicant's color scheme is consistent with PAG.
  - The applicant should note color schemes outlined on P. 333 of the PAG.

#### Other comments

- The applicant has worked hard to match existing buildings in the downtown. Specially, the city building. A new building that follows this aesthetic will improve the downtown core.
- The choice of the applicant to design a farm barn plays well into the history of Powell as a rural community. This style of building will add to the character of the downtown.
- The applicant has a canopy coming out of the front of the smaller block of both buildings. Although we do not have guidelines on canopies, staff would suggest a design more typical of a porch. Staff defers to the Architectural Advisor for an opinion.

#### Staff Recommendation

Staff recommends HDAC to recommend to Council that the applicant has met their requirements. With the following conditions:

1. The applicant has met the standards of the HDAC, Architectural Advisor, and Staff.
2. That the applicant has clarified staff's questions.



## 2. FINAL DEVELOPMENT PLAN REVIEW

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.

## PRELIMINARY PLAN REVIEW III – March 11, 2015

### 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:

$$\begin{aligned} \text{Office Parking Spaces} &= ((\text{Office Square Feet})/200)/2 \\ \text{Warehouse Parking Spaces} &= (\text{Employees}) + (\text{Motor Vehicle}) \end{aligned}$$

Therefore:

$$\begin{aligned} ((644+2435)/200)/2 &\approx 8 \text{ Office Parking Spaces} \\ ((5)+(2))/2 &\approx 2 \text{ Warehouse Parking Spaces} \end{aligned}$$

Total  $\approx$  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.

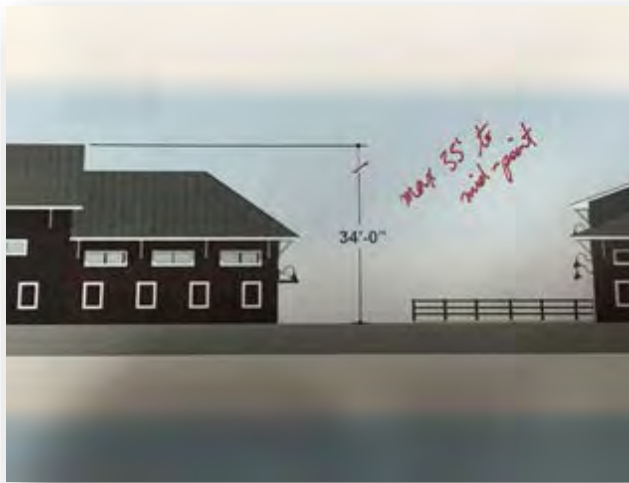
### Staff Comments

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.



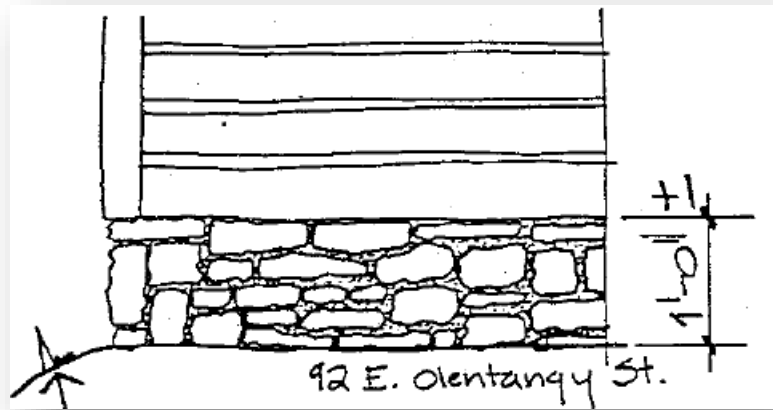
5. To alleviate any concerns about height and scale, the applicant provided a cross section of Lincoln Street to show how the proposed buildings are in relation with neighboring buildings. As can be seen from the figure below, the proposed building would be in scale with the nearby buildings heights.



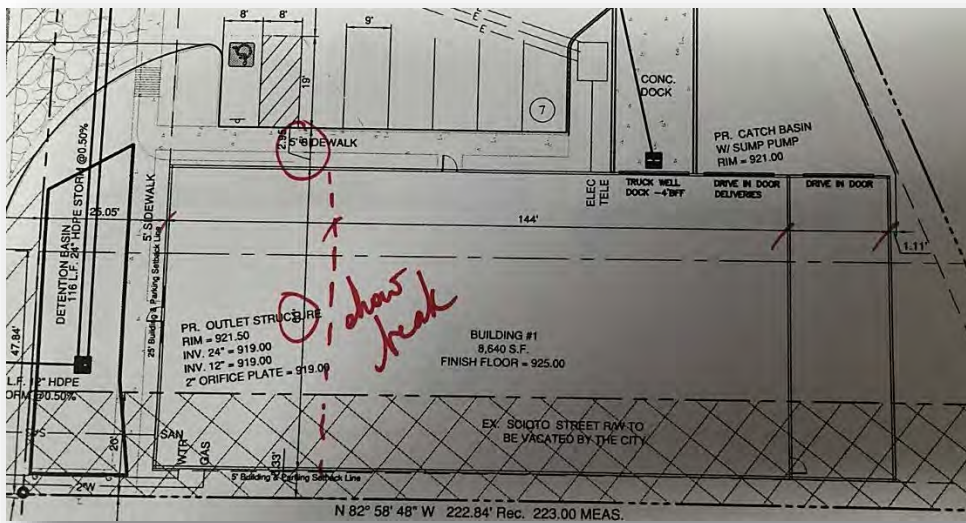
6. The applicant has added additional landscaping but it is still less than code requirements. As per 1145.32, at a minimum, at least seventy percent (70%) of the lineal footage around the perimeter of a structure shall be landscaped. Because of the warehouse side, the applicant may not be able to meet 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.

<i>Principal building setback requirements are as follows:</i>	<i>Accessory building setbacks requirements are as follows:</i>
Front: Minimum 20 feet, Maximum 25 feet	Front: 35 feet
Side: 5 feet	Side: 5 feet
Rear: 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.

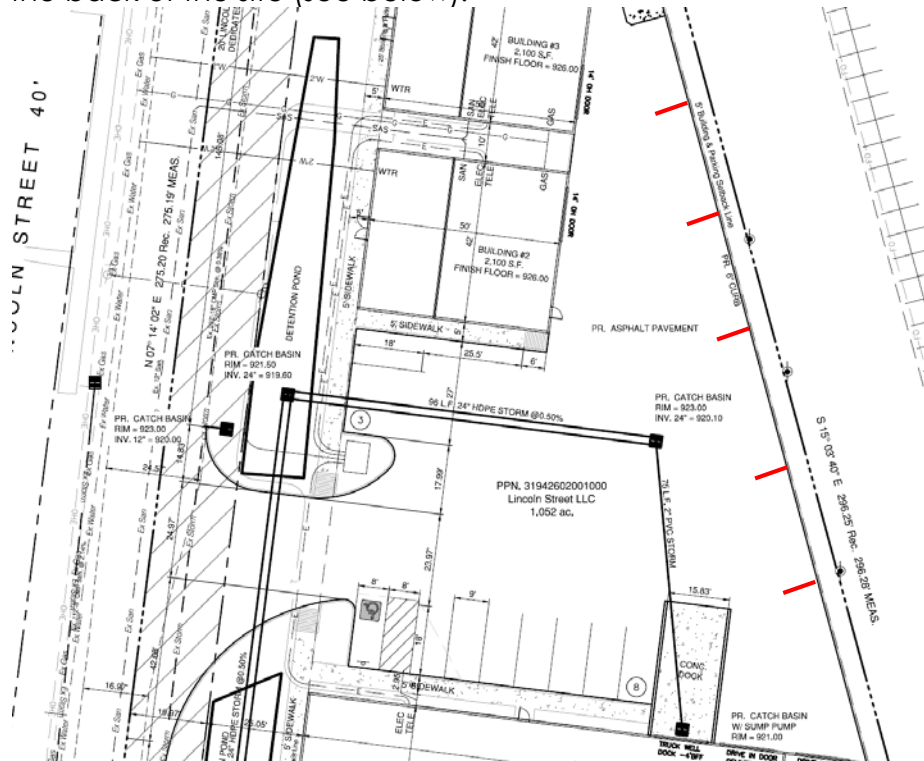
**PRELIMINARY PLAN REVIEW I – JANUARY 11, 2015**

**Staff Comments**

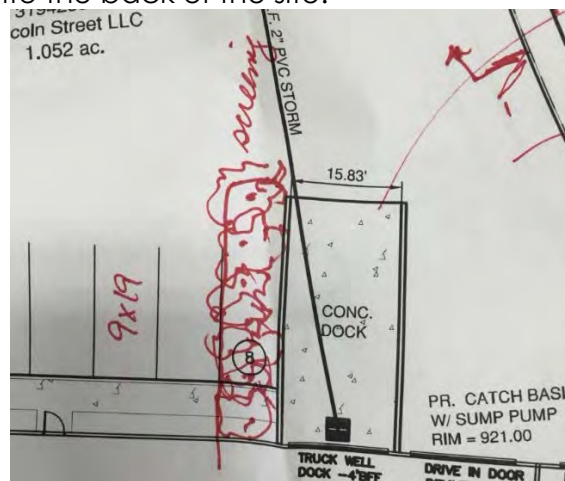
Staff is pleased with the submitted design, use and scale of the proposed development. By building up the downtown area, the city has a greater chance of continued downtown revitalization.

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

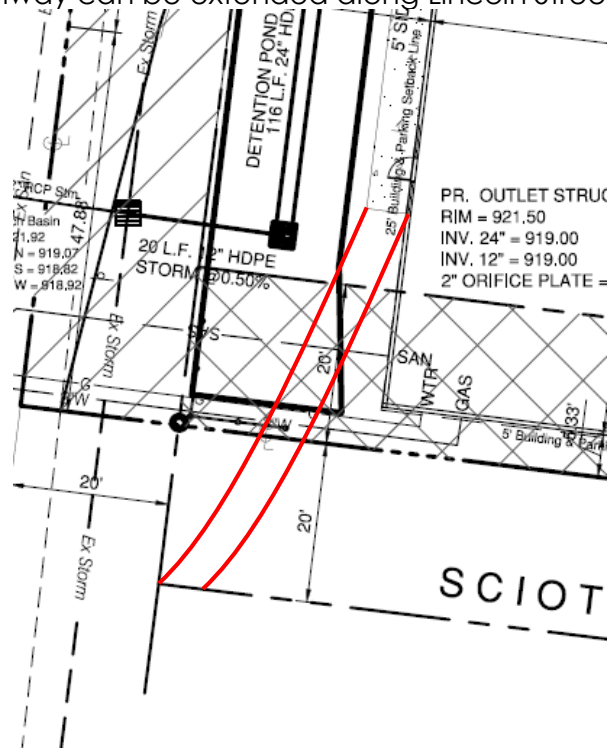
1. The number of parking spaces is insufficient. The applicant used *warehouse* parking requirements (1 parking spot per employee) in their calculations however, the appropriate requirement is for *office use* (1 parking space per 200 square feet). As a result, the site requires a total of 15 parking spaces, not 11. Staff suggests putting additional parking spaces along the back of the site (see below).



2. The loading dock needs to be screened. Staff suggest removed a parking space and using the space to screen the loading dock (see below). The removed parking spot could also be added to the back of the site. Staff determined that the 4 spaces above and the 1 space here could easily be fit into the back of the site.



- 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:

- Staff's comments above are incorporated into the plan.
- 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.

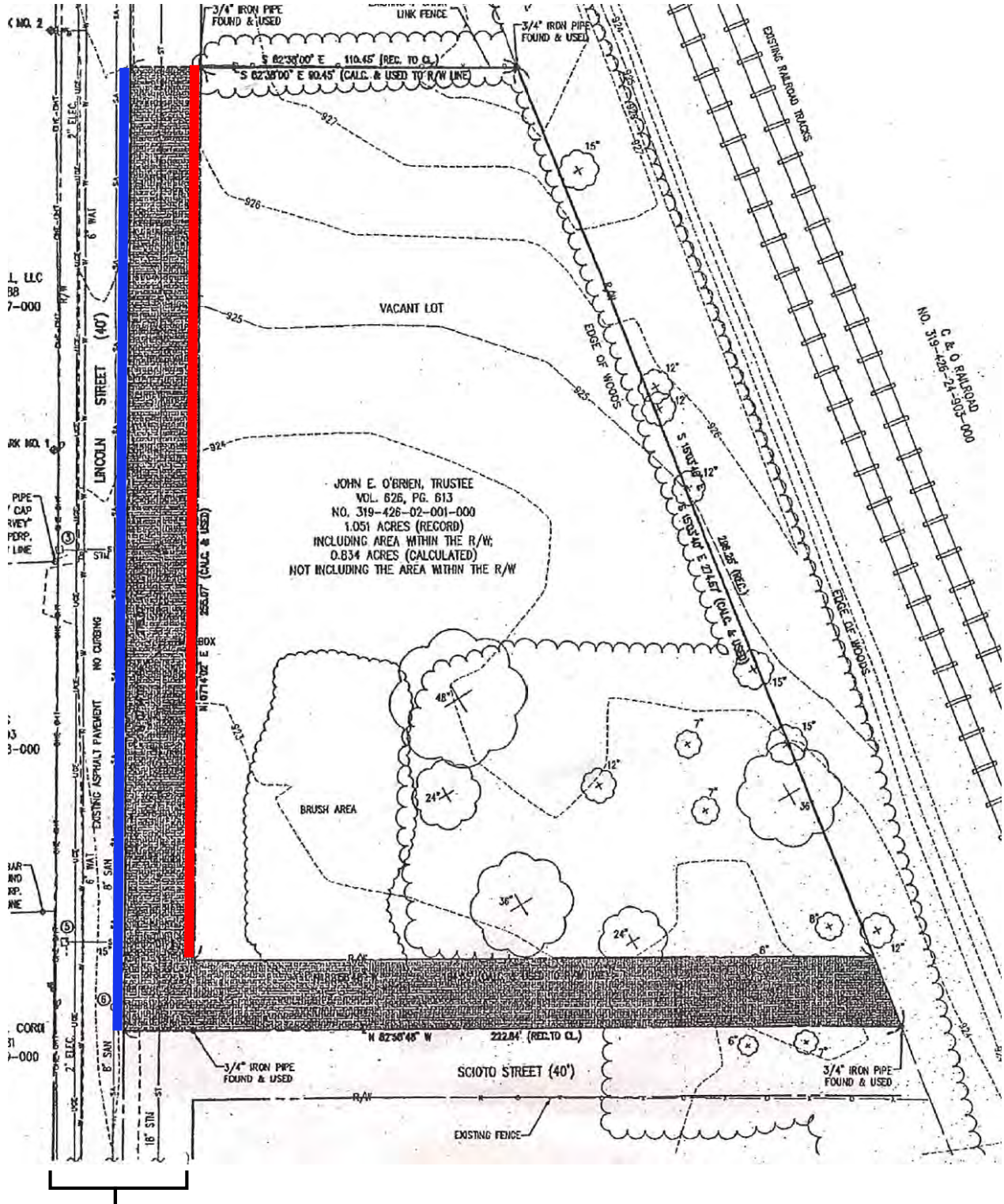
Pending corrections to the survey, Staff finds the proposed use to be generally in line with the Comprehensive Plan, zoning code and in concert with the neighboring uses, and an overall benefit to the city.

FIGURE 1 – Downtown Revitalization Plan West Quadrant Recommendations



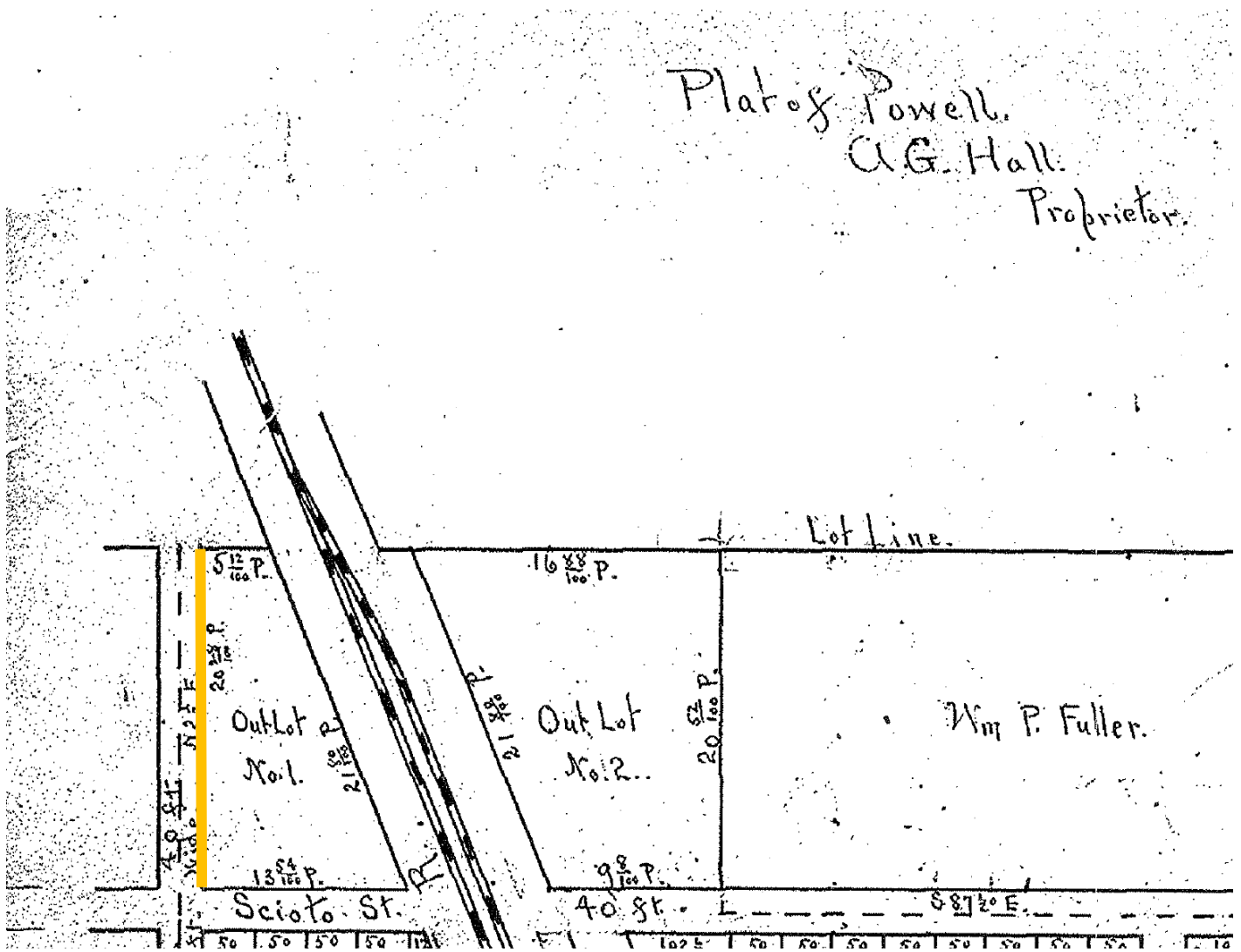


FIGURE 2 – ALTA Survey



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.