



CODE ENFORCEMENT REPORT

No report.

PLANNING AND ZONING COMMISSION

April 10, 2019 – Minutes attached.

SKETCH PLAN REVIEW

Applicant: McClurg Properties, LLC
Location: 204 South Liberty Street
Existing Zoning: (DB) Downtown Business District
Request: To review a Sketch Plan for demolition of existing buildings and construction of a new office and garage.

- *Request reviewed and comments provided.*

HISTORIC DOWNTOWN ADVISORY COMMISSION

April 25, 2019 – Minutes attached.

REVIEW

Applicant: McClurg Properties, LLC
Location: 204 South Liberty Street
Existing Zoning: (DB) Downtown Business District
Request: At the request of P&Z, review and provide comments on the architecture of the proposed new office and garage.

- *Request reviewed and comments provided.*

BOARD OF ZONING APPEALS

No meeting held.



Planning & Zoning Commission
Donald Emerick, Chairman
Bill Little, Vice Chairman

Shawn Boysko

Ed Cooper

Trent Hartranft

Joe Jester

Shaun Simpson

MEETING MINUTES

April 10, 2019

A meeting of the Powell Planning & Zoning Commission was called to order by Chairman Emerick on Wednesday, April 10, 2019 at 7:00 p.m. Commissioners present included Shawn Boysko, Ed Cooper, Trent Hartranft, Joe Jester, Bill Little and Shaun Simpson. Also present were Dave Betz, Development Director; Leilani Napier, Planning & Zoning Clerk; Elise Schellin, Zoning Inspector and interested parties.

STAFF ITEMS

Mr. Betz introduce Elise Schellin, Zoning Inspector.

HEARING OF VISITORS FOR ITEMS NOT ON THE AGENDA

Chairman Emerick opened the public comment session.

Janet Wharton, 130 South Liberty Street, said there is a development right next to her property called Liberty Green. The Commission allowed a ten (10) foot space between the building and the property line. This 10' is totally impractical for a building of this size. I have had ladders and people on my property. Chairman Emerick said this portion of the meeting is for issues not on tonight's Agenda. Ms. Wharton said this is not on the Agenda. Do you want to put it on the Agenda? Commissioner Little said this is not on the Agenda. Chairman Emerick apologized for his mistake. Ms. Wharton said Liberty Green goes right to the 10' line. They are building a huge house. They can't put up a ladder this high without going onto my property. Your 10' is not enough. Your 10' needs to be bigger. To think you are even going to try to build a house that was taller is impractical. Commissioner Cooper said he was confused. He asked where Ms. Wharton's property is located. Mr. Betz showed the Commission where Ms. Wharton's property is located. Mr. Betz said her property is south of the Liberty Green property and where the condominiums are being built. Commissioner Little said it was the Santer property. Commissioner Boysko asked if people are doing things which are disturbing or damaging. Ms. Wharton said no. I talked to them and that's what they said to me, they aren't hurting anything. I don't want to hurt some of the poor Hispanics who are working for these people. It's not my fault they have to do this. It's not their fault they have to do this but it's still not right. It's the policy which is wrong. Commissioner Boysko said there are ways they can construct the building without encroaching onto your property. They could use scaffolding. There are other means and methods they could use to build the building without affecting your property. Ms. Wharton said but they haven't. Most places won't. Mr. Betz said Staff could have a discussion with Ms. Wharton tomorrow.

Hearing no further comments, Chairman Emerick closed the public comment session.

APPROVAL OF MINUTES

MOTION: Commissioner Cooper moved to approve the minutes of March 13, 2019. Commissioner Little seconded the motion. By unanimous consent of all Commission members, the minutes were approved.

SKETCH PLAN REVIEW

Applicant: McClurg Properties, LLC
Location: 204 South Liberty Street
Existing Zoning: (DB) Downtown Business District
Request: To review a Sketch Plan for demolition of existing buildings and construction of a new office and garage.

Steve Reynolds, Shift Collective, said they are the design team working with Mr. McClurg. There are two parts to this request. They need to demolish the existing structures and build new buildings on site. The existing home is what we consider a noncontributing structure in the Historic District. Mr. McClurg has done a lot of research. We talked to Delaware County and the date listed for the house is 1901. Delaware County said they list any property as 1901 when they don't really know the actual historical date. The existing garage was built in 1986. Mr. McClurg currently has a business located elsewhere and would like to relocate Buckeye Painting to Powell. The site plan shows how we would like to lay everything out. Two buildings are proposed. The front building is approximately 2,800 SF. The back building will be a shop for storage and for some of the trucks. We will have ample parking. There are five (5) offices in the building. Ten (10) team members could be at the building, working on bids and meeting with clients. Most work will be done in the field. We understand more work needs to be done from a landscape perspective. We wanted to get images on paper for everyone to see. We plan to install the sidewalk shown. The building will be closer to the street. Mr. Reynolds reviewed the floor plans. The front of the building will have a 2-story open space. The second floor will have a large conference room, two offices and a restroom. Plans show a potential roof deck. We will look at construction and feasibility costs as we move forward. Commissioner Boysko asked if there is a future stairway to the right of the roof deck. Mr. Reynolds said yes, the stairway would be needed as an egress if they have a roof deck. The garage is a place to store vehicles over the weekend. Most trucks will be out the majority of the time. The design of the buildings comes from the Historical Guidelines; a stick style. The structure is exposed on the ends. We took cues from the scale and roof angles of other buildings on Liberty Street. We are trying to tie into the residential aspect while having a commercial usage. The garage is pushed to the back of the lot, which mimics the property across the street. The home style is single-gable with shed dormers. They will use all wood board and baton and a beveled shingle to create a contrast. The windows are square, 2-over-2 or 6-over-6 style, also from the Historic Guidelines. There will be a porch on the front of the building to engage the property with Liberty Street and create outdoor space. There will be a color contrast between the garage and the front building.

Mr. Betz reviewed the Staff Report (Exhibit 1).

Staff would like the applicant to provide cost analyses, structural reports and/or other necessary documents showing the Code of Ordinances are met in regards to demolition as we proceed through the Preliminary and Final Development Plans. Signage plans weren't included and need to be. Staff does feel enough details have been provided to allow a combined Preliminary and Final Development Plan.

Chairman Emerick opened this item to public comment.

Janet Wharton, 130 South Liberty Street, said she was concerned about lighting. Light pollution is an issue and she isn't sure this is being addressed completely. Chairman Emerick said we would look at lighting during the Preliminary and Final Development Plan review.

Hearing no further public comments, Chairman Emerick closed the public comment session and opened the floor for comments and questions from the Commission.

Commissioner Simpson said the plan looks good and falls in line very well with surrounding businesses. He doesn't know how the Commission handles parcels like this, where we would like to have more connectivity, but there are private parcels next to the property. This is one of the little spots where connectivity is cut off. Mr. Betz said this is usually handled as the property is developed. Paths were just put in in front of Liberty Green. As public infrastructure goes in along Liberty Street, the City might make the connection. Commissioner Simpson said the business is going to be a great addition to our community.

Commissioner Hartranft said he agrees and thanked the applicant for coming in with the project. We welcome the potential business in Powell. The use of the property and changing the structure does fit in overall. We will address lighting, landscaping and materials as we move through the process. We want to make sure the lights used are appropriate. Will there be any parking lot lights in the back? Mr. Reynolds said the Historic Guidelines recommend gooseneck, downward lighting. There won't be any lighting beyond what Code requires. Mr. Betz said the applicant may be able to direct some lighting off the building onto the lot, just for safety at night. The lighting on the back building should be enough to make it safe. Commissioner Hartranft asked about the left side garage door on the garage. Is this garage door bigger for a box truck? Mr. Reynolds said yes. Commissioner Hartranft asked what the top windows were. Mr. Reynolds said they are more of a false dormer aspect. Commissioner Boysko asked if the dormer is real or false. Mr. Reynolds said all doors are real. Commissioner Boysko said no, are the dormers real? Mr. Reynolds said yes.

Commissioner Little said he appreciates the applicant wanting to bring their business into town. Is this in the Historic District? Mr. Betz said yes. Commissioner Little asked if the Connect Powell initiative would be north of this property. Mr. Betz said the Keep Powell Moving initiative is north of this area. Commissioner Little said he agrees there is no

architectural significance to the existing structures. He looks forward to seeing the next plans. Commissioner Little said he is going to have to excuse himself from the meeting in a few minutes.

Commissioner Boysko said he agrees with all comments. Architecturally, he loves the look, the traditional box look; the porch in the front; the 2-story element. The way this is articulated could be very important. He likes the exposed beams and columns. You could do more to enhance the beams. The beams are large in scale, which is great, but they are boxy. You could cut them back at an angle to give a little more character. The porch could be a nice dramatic area if it is lit well; use up lighting. He agrees with Staff on deciding what signage to use. You would probably get much more visibility with a monument sign which has the same character as the building. You would need much more landscaping. You should landscape around the backside of the garage, on all 3 sides; adding dense bushes would create a buffer. The landscaping around the front building should enhance the building. A dumpster and dumpster enclosure need to be considered. The sidewalk is very important. The hike and bike trail is rather disjointed. It ends a few properties to the south. Should we continue this asphalt trail to the north or should it be a concrete sidewalk. Mr. Betz said this side of the street is concrete sidewalks. The multi-use path is on the other side of the street. Commissioner Boysko asked if all trucks and materials would be stored inside the large garage.

Dan McClurg, 1682 Malabar Court, said they don't have many vehicles. Crew Managers take their vehicles home with them. He doesn't like outside storage, especially in the Historic District. He knows many other businesses have outside storage you can even see from the park. We want no outside storage. To address the lighting issue, we are putting our business in Powell because it is a safe community. We don't need the parking lot lit. There will be some down lighting similar to Nocterra. All lighting is in the eaves so it shines down. There are 4 of us who will work out of this office. We arrive in the morning then we are out all day. There won't be a big traffic impact. Commissioner Boysko asked if most of the business is exterior painting. Mr. McClurg said it is a good mix of both interior and exterior. We have a power wash vehicle, which will be stored in the garage. All other vehicles are taken home. Commissioner Boysko said his comment on the paint scheme is you could take advantage of what the business does and enhance the building. Different tones on trim and columns could highlight what the business does best. This is his biggest criticism of all of the other buildings north on Liberty. They have beautiful buildings but they are all whitewashed. You lose the beauty of the affects. Mr. McClurg said they didn't show a ton of landscaping because they wanted everyone to see all of the building first. They will be adding extensive landscaping. There will be a hedgerow along the north side. They will not impede the view of traffic.

Commissioner Jester asked how many acres the property has. Mr. McClurg said around $\frac{3}{4}$ acre. Commissioner Jester asked if the left side, where people will park, is tight. Where is the property line on this side? Mr. McClurg said there is 8' to 10' from the current driveway. Commissioner Jester asked if the driveway would stay where it is currently located. Mr. McClurg said yes. They will have room to landscape. Commissioner Jester asked how many vehicles would be stored in the garage. We really don't want a lot downtown. Mr. McClurg said the garage is 40' deep because he has a 35' trolley bus he wants to park in the garage. He uses the bus for events 3 or 4 times a year. They will park one other transit truck in the garage. We want to build the garage bigger in case we need more room later. Mr. McClurg showed where visitor parking would be and where crewmembers would park if they come into the office. The first floor of the office building will be used for his painting company. The second floor will be used for his property company office. He plans to continue investing in properties in Powell. As his property company grows, he wants space to meet with tenants or developers. There will be additional parking towards the rear but they probably won't need it. Customers don't come to the paint business. Commissioner Jester asked if there is a handicapped entrance. Mr. McClurg said yes and showed where the parking is and how the handicapped parking would work. Commissioner Jester said the project is interesting. You will probably have many people on your front porch on the 4th of July. Mr. McClurg said the idea of the front porch space is for Powell Festival and all of these types of events. We can have people come over and walk over to Powell Festival. The porch will be designed to engage people.

Commissioner Cooper said he won't repeat all of the comments already made. He drove by the property today to look at the house. From the exterior, the house doesn't look like it's in bad shape. He isn't a fan of tearing down properties built prior to 1901. He came in today against tearing down but he has been convinced since he sat here tonight. This plan is probably a higher and better use of the property. He will get over it. He would like to see this project shown to our Historical Downtown Advisory Commission (HDAC). Mr. Betz said a meeting has already been scheduled. Commissioner Cooper said this is a good project.

Mr. Betz said Staff thinks enough information has been provided tonight to allow a combined Preliminary and Final Development Plan, as long as HDAC reviews prior to submittal. Chairman Emerick asked if the HDAC meeting is in process. Mr. Betz said yes, HDAC will meet in April. Planning & Zoning will not be having a second meeting in April.

Chairman Emerick polled the Commission to see who would be in favor of a combined Preliminary and Final Development Plan. Commissioner Cooper was the only Commissioner against. Chairman Emerick thanked the applicant for coming in. He had no additional comments or questions.

OTHER COMMISSION BUSINESS

None.

ADJOURNMENT

MOTION: Chairman Emerick moved at 7:44 p.m. to adjourn the meeting. By unanimous consent, the meeting was adjourned.

DATE MINUTES APPROVED:

Donald Emerick
Chairman

Date

Leilani Napier
Planning & Zoning Clerk

Date



Historical Downtown Advisory Commission
Tom Coffey, Chairman
Larry Coolidge, Vice Chairman
Marge Bennett Deb Howell Erin Wesson

MEETING MINUTES

April 25, 2019

CALL TO ORDER/ROLL CALL

- Called to order: 6:31 PM
- Present: Tom Coffey, Marge Bennett, Erin Wesson, Rocky Kambo, Leilani Napier
- Absent: Larry Coolidge, Deb Howell

Chairman Coffey advised everyone two (2) Commission members were absent; three (3) were present, which constitutes a quorum.

STAFF ITEMS

Mr. Kambo advised the Commission of the Market Analysis which was conducted over the last year. The analysis looked at commercial and residential uses within the City. The information is available on our website. A two to three minute video will also be released soon.

HEARING OF VISITORS FOR ITEMS NOT ON AGENDA

Chairman Coffey opened the floor for public comment. Hearing no public comments, Chairman Coffey closed the public comment session.

APPROVAL OF MINUTES (November 15, 2018)

Motion: Commissioner Bennett moved to approve the minutes of November 15, 2018. Commissioner Wesson seconded the motion. By unanimous consent of all Commission members present, the minutes were approved.

REVIEW

Applicant:	McClurg Properties, LLC
Location:	204 South Liberty Street
Existing Zoning:	(DB) Downtown Business District
Request:	At the request of P&Z, review and provide comments on the architecture of the proposed new office and garage.

Steve Reynolds, Shift Collective, 15 East Gay Street, Suite 2A, reviewed Exhibit A. There will be a full landscape plan as they move through the next steps. The sidewalk will be put in as a part of this project. The garage will house the pressure washing truck and other vehicles when they aren't with the staff. They paid attention to scale and massing of the other buildings on this street. The stick style, board and batten, lighting and the style of windows were all taken from the Architectural Guidelines. The gutters and downspouts would match the fascia and/or siding. The rear structure is meant to fade away. The dormer is real; to provide light.

Mr. Kambo reviewed the Staff Report (Exhibit 1).

The Architectural Advisor will not be giving a review of this application. Derick Stadge works for Shyft Collective so it would be a conflict of interest. Chairman Coffey asked if Chris Meyers could have done a review and provided comments. Mr. Kambo said Planning & Zoning can ask for an Architectural Advisor but this meeting is for the Historic Downtown Advisory Commission's (HDAC) comments only.

Chairman Coffey opened this item to public comment. Hearing no public comments, Chairman Coffey closed the public comment session and opened the floor for comments and questions from the Commission.

Commissioner Wesson asked if the open area on the end of the building is supposed to be outdoor space. Mr. Reynolds said correct. Commissioner Wesson said the space is facing the street with the garage in the back. Mr. Reynolds said correct. Commissioner Wesson asked if the building will be white or off-white. Mr. Reynolds said the specific color is listed; super white. The outdoor space is to engage the building with the street; specifically during times like Powell Fest. Commissioner Wesson said she personally likes it. It is unique and well designed from an architectural perspective. The Commission is supposed to try to preserve the history of the City. There always needs to be caution when demolition is involved. Staff does such a great job looking at all angles and aspects. It leaves her with very few questions. She agrees with Staff on the existing structure lacking in architectural or historic significance, which allows her to support this project. Staff mentioned needing more trim in the windows. There are suggestions in the April 10th P&Z minutes. She doesn't need to provide more comments if the request is going to continue through P&Z. This site is pretty far from the four corners, which further helps from a historic and overall change perspective. She has no big concerns knowing the request is in good hands with P&Z.

Commissioner Bennett asked how close the site is to the school. Mr. Kambo showed the Commission on google maps. Commissioner Bennett said the building is fine. She was concerned about the traffic next to the school. Mr. Reynolds said the traffic is extremely low. The traffic on their site will be low because most of the team is out in the field.

Dan McClurg, 1682 Malabar Court, said he has owned the property since 2012. He has a good relationship with the school. It is the pre-school and kindergarten. Their building isn't going to be a huge traffic impact. There are 3 main people who will work out of the office. They arrive at the office in the morning and are back out within an hour, then they are gone all day. The crew will stop in to pick up paint but they go right to job sites each day. The building won't be a retail location. Commissioner Bennett said this is good to know. Mr. McClurg said there won't be any vehicles stored outside. The garage in the back is where vehicles would be parked, inside. He is very strict about outside storage at all of his Powell sites.

Chairman Coffey asked Commissioner Bennett what she remembers about the structure which is to be torn down. He drove by the structure and it does look like the building has been added on to. Commissioner Bennett said the house stood out because it was the only big building Powell produced. Mr. McClurg said he bought this property directly from the family in 2012. The family told him the house was originally located somewhere else and it was moved to this property in the 60's. The family said the basement was hand dug. The height of the basement is real short because they got tired of digging. The addition was built on in the 70's. You can tell the addition was built on when you are inside the house. There isn't anything architecturally stunning about the existing house. Chairman Coffey said he likes the idea of using the existing driveway to the north. He is glad the business is coming to Powell. Mr. McClurg said he has wanted his business in Powell for a long time. He isn't a big fan of tearing buildings down but he has been waiting for somewhere to bring his business. He gets real good rent from this building. He put a new roof on the house a few years ago. However, he is tired of waiting for something to come up to put the business in. This site is a great lot and a great location. He also wanted to be south of the four corners. It is important to avoid the traffic. Chairman Coffey said the front area is neat and it's good to see an entertainment area. The fireplace gives a unique look. Mr. McClurg said the fireplace is double sided. It is mirrored on the inside. The painting company will be run on the first floor. His property company will be run upstairs. Meetings can be held outside on nice days. Chairman Coffey said the building is pedestrian friendly. Commissioner Bennett said the building is welcoming. Chairman Coffey said the design is contemporary but unique. All buildings in Powell are unique. Look at the windows and make sure they don't get too "store-frontish" and that they stay residential in scale. Mr. McClurg said he wanted a lot of glass on the front of the building. The inside is a 2-story entrance area. They will have a big chandelier hanging down and a showpiece staircase. He wants a lot of sunlight coming in. Mr. Reynolds said they followed the Architectural Guidelines. Chairman Coffey said you need to stay away from aluminum, storefront windows. Chairman Coffey said he likes the scale of the building. Will the structural timbers be wood? Mr. McClurg said yes and they will continue through the inside and come out the back of the building. There will be a second, outdoor space on the back second story. Chairman Coffey asked if half-round gutters would be used. Mr. McClurg said absolutely. He is a big fan of half-round gutters. Chairman Coffey asked about a sign. Mr. McClurg said they will have a real nice post sign. Chairman Coffey said to pay attention to the comments in the Staff Report, the half-round gutters and the windows. Overall, he likes the contemporary flair.

Chairman Coffey asked about comments from Commissioners Howell and Coolidge. Mr. Kambo said they could attend a P&Z meeting if they want to provide comments.

OTHER COMMISSION BUSINESS

Chairman Coffey asked if any Commission member's terms were expiring. Ms. Napier advised that Karen Mitchell, City Clerk and Steve Lutz, City Manager will look at this and start working on any terms expiring towards the end of the calendar year.

ADJOURNMENT

Chairman Coffey moved to adjourn the meeting. With unanimous consent, the meeting was adjourned at 7:19 p.m.

DATE MINUTES APPROVED:

Tom Coffey
Chairman

Date

Leilani Napier
Deputy City Clerk

Date

DRAFT