



**DEVELOPMENT DEPARTMENT REPORT
JUNE 2021**

CODE ENFORCEMENT REPORT

June 2021 – Report Attached

Board of Zoning Appeals

June 2021 – Executed Minutes Attached

Training of Board Members – No Cases

PLANNING & ZONING COMMISSION

June 9, 2021 – Draft Minutes Attached

PLAT REIVEW (Case 2021-26-FP)

Applicant: 3 Pillar Carriage Farms, LLC
Location: 2630 Carriage Road
Existing Zoning: (PR) Planned Residence District
Request: Review and recommendation of Approval to City Council of a Final Plat for the Carriage Farms Development.

*Request approved with conditions.

HISTORIC DOWNTOWN ADVISORY COMMITTEE

June 17, 2021 – Draft Minutes Attached

CERTIFICATE OF APPROPRIATENESS (Case 2021-21 CA)

Applicant: 3 Pillar Homes
Location: 67 Grace Drive S
Zoning: (DB) Downtown Business District
Request: Review and approval of a proposed single-family residence.

*Request approved with conditions.

June Code Enforcement Report 2021

Date	Violation Description	Address	Name	Phone	Notes	Resolved Date
6/2/2021	Retreat Article 3.1	495 Partridge Bend	MTARPOFF IRA LLC		Boat parked in driveway	6/11/2021
6/2/2021	Retreat Article 3.1	615 Retreat Ln N	Mary Grebe		Covered vehicle parked in driveway	6/24/2021
6/2/2021	Retreat Article 3.1	510 Retreat Ln	Deborah & Douglas Mancus		Covered vehicle parked in driveway	6/24/2021
6/2/2021	Retreat Article 3.1	695 Cardinal Hill Ln	Christine Dolan		Large trailer parked in driveway	moving 7/1/2021



Board of Zoning Appeals
Jim Hrivnak Randy Duncan Janice Hitzeman Greg Short Ryan Brickner

MEETING MINUTES
June 3, 2021

Chairman Jim Hrivnak called a meeting of the Board of Zoning Appeals to order on Thursday, June 3, 2021 at 6:30 p.m. Members present included Jim Hrivnak, Randy Duncan, Janice Hitzeman, Gregory Short and Ryan Brickner. Also, present were Claudia Husak, Planning Director; Elise Schellin, Development Planner; Yazan Ashrawi, Law Director; Thad Boggs, Legal Counsel; Karen J. Mitchell, City Clerk and interested parties.

HEARING OF VISITORS FOR ITEMS NOT ON THE AGENDA

Chairman Hrivnak opened the citizen participation session for items not included on the agenda. Hearing none, he closed the public comment session.

APPROVAL OF MINUTES

MOTION: Board Member Brickner moved to approve the minutes of April 8, 2021. Board Member Duncan seconded the motion.

VOTE: Y-5 N-0

TRAINING FOR BOARD MEMBERS AS CONDUCTED BY STAFF

Attorneys Ashrawi and Boggs presented a BZA legal review training and discussion with the Board.

ADJOURNMENT

MOTION: Board Member Brickner moved to adjourn the meeting at 7:54 p.m. Board Member Hitzeman seconded the motion. By unanimous consent of the remaining members, the meeting adjourned.

The next regular meeting, July 8, 2021, will need to be changed due to three members being unavailable and lack of quorum. Elise will send out a Doodle poll to find an alternative date.

DATE MINUTES APPROVED:

	7-1		7/2/2021
Jim Hrivnak Chairman	Date	Karen Mitchell City Clerk	Date





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

Shawn Boysko

Ed Cooper

Trent Hartranft

Shaun Simpson

Elizabeth Bailik

**MEETING MINUTES
June 9, 2021**

Chairman Don Emerick called a meeting of the Powell Planning & Zoning Commission to order on Wednesday, June 9, 2021 at 7:00 p.m. Commissioners present included Elizabeth Bailik, Ed Cooper, Trent Hartranft, Shaun Simpson and Don Emerick. Shawn Boysko and Bill Little were absent. Also present were Claudia Husak, Planning Director; Elise Schellin, Development Planner; Karen J. Mitchell, City Clerk; and interested parties.

APPROVAL OF MINUTES – May 12, 2021

MOTION: Commissioner Cooper moved to approve the minutes of May 12, 2021. Commissioner Simpson seconded the motion.

VOTE: Y-5 N-0 (Boysko, Little absent)

– May 26, 2021

MOTION: Commissioner Cooper moved to approve the minutes of May 26, 2021. Commissioner Bailik seconded the motion.

VOTE: Y-5 N-0 (Boysko, Little absent)

HEARING OF VISITORS FOR ITEMS NOT ON THE AGENDA

Chairman Emerick opened the matter up for public comments for items not on the agenda. Hearing none, Chairman Emerick closed the public comment session.

PLAT REVIEW (Case 2021-26_FP)

Applicant: 3 Pillar Carriage Farms, LLC
Location: 2630 Carriage Road
Zoning: PR – Planned Residence District
Request: Review and recommendation of approval to City Council of a Final Plat for the Carriage Farms development.

Kevin Kershner, PE, Kimley-Horn & Associates, Inc., 7965 N. High St., Columbus, Applicant: This project’s Final Development Plan was approved by Council about this time last year. Since then, we have proceeded with our final design. We feel like we are in compliance with the Final Development Plan. From talking with them on the telephone, I believe we received full approval from the Engineering staff, so we are starting the platting process. We are anxious to get started on construction this year. I think the intent is to try to get this paved and start home construction this fall.

There are a couple items on Staff Recommendation on the report that I can address. We have worked with Chris Huber, City Engineer, and his staff. We think we have added the adequate right-of-way at the intersection if a roundabout is chosen for that intersection. I know there has been a lot of discussion about it. I do not know if anyone really fully understands what the right answer is for that. He did ask us and we have complied based on a preliminary layout that someone from the County Engineer’s Office had provided. With regard to any additional easement notes, we will be in compliance with Staff as well as any additional comments they may have. We have received addresses from City Staff as well.

Elise Schellin, Development Planner, presented the Staff Report ([Exhibit 1](#)). Staff recommends approval of the final plat to City Council with two conditions as outlined in the report.

Chairman Emerick opened the matter up for public comments. Hearing none, Chairman Emerick closed the public comment session and opened the floor for comments and questions from the Commission.

MOTION: Commissioner Cooper moved to approve the final plat to City Council for Carriage Farms, as represented by 3 Pillar Carriage Farms, LLC, located at 2630 Carriage Road, subject to the following conditions:

1. That the City Engineer have final approval over additional or amended notes, easements, rights-of-way, lot numbers, addresses, street names, and any other technical adjustments the City Engineer determines is protective to the City and its residents; included but not limited to notes and technical adjustments on the plat document; and
2. That the right-of-way be reserved on this plat for the future of any roundabout that would be designed by the County Engineer, subject to approval by the City Engineer.

Commissioner Bailik seconded the motion.

VOTE: Y-5 N-0 (Boysko, Little absent)

OTHER BUSINESS

Ms. Husak: I wanted to bring up Mr. Boysko's suggestion about this type of matter that we had tonight being an administrative approval. We would love to do that, but it is not within the subdivision regulations. Maybe it is something we could take a look at in the future. Typically the whole plat does require a motion by the Planning Commission to go forward to Council.

We did a training with our Law Director's staff with the Board of Zoning Appeals last week which went well. They expressed appreciation for having it. We would like to do that here as soon as we can all be together. At that point, we would also like to take a picture of the Commission for our website.

The other thing we did with HDAC first, and then brought up to BZA, is making a meeting procedural change to allow the Staff Report to be presented first. We feel this would improve the flow of the meeting and cut out some redundancy. The meeting order is not codified in the Code or Charter, so it could be something this body could do as an action of the Commission. Perhaps we can start with this as a first step in formalizing the Commission's responsibilities and duties.

The Commissioners expressed being open to making that change.

Commissioner Simpson: Can you explain how the order of items brought before the Commission is decided?

Ms. Husak: Generally it is on a first filed basis. The Chair ought to have the ability to change the order of the agenda at the beginning of the meeting. We could also establish a consent agenda like Council has that does not require a detailed review. This would save time.

Chairman Emerick confirmed that in the past the Commission has been open to moving items around on the agenda to accommodate those applicants to go first with items that would be quick to get through.

Ms. Husak: There will not be another meeting in June. The next regular meeting is July 14th.

After our last meeting with Christian Brothers and as a result of some of the questions that came up there, we did find a 2000 Ordinance that had a development plan that included the Murphy Parkway area and one of the prohibited uses was automotive. We contacted the Applicant to let them know.

ADJOURNMENT

By unanimous consent of all the Commissioners, the meeting adjourned at 7:24 p.m.

DATE MINUTES APPROVED:

Donald Emerick
Chairman

DATE

Karen J. Mitchell
City Clerk

DATE



Historical Downtown Advisory Commission
Tom Coffey, Chairman
Larry Coolidge, Vice Chairman
Brad Coomes Deb Howell Erin Wesson

MEETING MINUTES
June 17, 2021

CALL TO ORDER/ROLL CALL

Chairman Tom Coffey called a meeting of the Historic Downtown Advisory Commission to order on Thursday, June 17, 2021 at 6:35 p.m. Commissioners present included Tom Coffey, Larry Coolidge, Brad Coomes (late), Deb Howell, and Erin Wesson. Also, present were Claudia Husak, Planning Director; Elise Schellin, Development Planner; Karen J. Mitchell, City Clerk; Steve Reynolds, Architectural Advisor, and interested parties.

HEARING OF VISITORS FOR ITEMS NOT ON THE AGENDA

Chairman Coffey opened the matter up for public comments for items not on the agenda. Hearing none, Chairman Coffey closed the public comment session.

APPROVAL OF MINUTES

MOTION: Commissioner Howell made one correction to the minutes and moved to approve the minutes of May 20, 2021 as amended. Chairman Coolidge seconded the motion. Commissioner Wesson abstained.

VOTE: Y - 3 N - 0 AB - 1 (Wesson) (Coomes absent)

Chairman Coomes arrived.

CERTIFICATE OF APPROPRIATENESS (Case 2021-21_CA)

Applicant: 3 Pillar Homes
Location: 67 Grace Dr. S.
Existing Zoning: (DB) Downtown Business District
Request: Review and approval of a proposed single-family residence

Elise Schellin, Development Planner, reviewed the Staff Report (Exhibit 1). Overall, Staff has determined that the updated plans meet the spirit and intent of the Powell Architectural Guidelines and recommends approval of the Certificate of Appropriateness with conditions.

Steve Reynolds, Shyft Collective, Architectural Advisor: I met with 3 Pillar Homes multiple times since the last meeting. They made adjustments based off comments from the previous set. There was a comment about the board and batten and it was pulled around to three sides. It is not on the back elevation; however, I do think the applicant is addressing the four-sided architecture. If you look at that back elevation, they did pull the mullions around to the back, they did adjust the window sizes on the back, and I feel there is detailing around the porch. They have included the same lighting that was on the front of the building on the back, so I believe they are addressing the four-sided architecture that we typically see in the City of Powell. The water table was pulled around to all sides of the building so I felt that was appreciated.

As far as the color palette, I talked to Zenios about this and we originally talked about a digital submission, but I am glad to see that physical samples were provided instead. I think it is helpful. In the specific downtown area, there are certain colors that we have in the guidelines. White is called out for one of the categories, but at this location and with some of the other buildings that have been constructed; I think that white in this instance can be an accepted solution or application for the structure. I am okay with white as a color. I think this building has other accent materials that will lend itself to the architectural type and in this location as well. Most of the items discussed have been adjusted.

It is not specified in the code that the door can only be a single door. This plan proposes a double door at the front entry. It does mention that there are other single doors and that it is a typical downtown style, but nowhere does it say specifically that there cannot be a double door as a style, so I think given that the doors were adjusted, it does lend itself, scale-wise, to the overall facade. From a scale perspective and relative to the rest of the building, I think it fits with this design.

Adam Rainwater, 3 Pillar Homes, 2360 Coaster Trace, Lewis Center, Applicant: What we touch on here, along with Steve's comments, do its diligence to the project, and I do not have any further comments. I am available to answer any questions.

Chairman Coffey: The drawings show it is not four-sided. Will the board and batten and window trim be the same on all sides?

Mr. Rainwater: Yes. We extended the board and batten around to the more primary sides that would be visible from the street. The lap siding has remained on the rear elevations. However, as far as the windows and detailing of everything else around the house, the material changes, we still feel it portrays four sided architecture despite the change in the direction of siding.

Mr. Reynolds: Is it a cement board?

Mr. Rainwater: Yes. Same material. The window trim also extends on all four sides.

Chairman Coffey: As to the front door, have you looked at that with a large single door with flanking side lights or a large door with one side light versus a double door?

Mr. Rainwater: It was never drawn physically, but from design experience, I can visualize it and I determined that a double door is fitting to the usability of the house and appears more welcoming.

Chairman Coffey opened this matter up to public comments. Hearing none, he closed the public comments portion and opened it up to comments and questions from the Commissioners.

Commissioner Wesson: I do not have much to add. I appreciate the changes and you have taken the previous advice. I like the double doors with the scale of the home. The other points seem to check all the boxes with no variances, other than the ruling by the BZA. It looks great.

Commissioner Coomes: The plan looks good for this house. I actually like the double doors as well and think it looks nice. The back of the building, is that up against the tree line?

Mr. Rainwater: Yes, that should not be visible from downtown Powell at all.

Commissioner Coolidge: I like the style of the double door. I think the style is more important than whether it is a double door or a single door, and the style looks nice. I like the farm lighting over the garage doors. I would not have a problem with the horizontal siding in back because it will not be seen and it is portrayed in many houses in Powell even though there is a lot of cement board siding underneath it is the horizontal siding that has been hidden. It looks nice. Do you have any detail on the garage door and what it is going to be? There is a lot of garage door on that house.

Mr. Rainwater: I believe it is a Wayne Dalton, 9100 series.

Commissioner Howell: I have no issues with it. Staff said something about asking for additional lighting information. Did you get that? Are we okay there?

Ms. Schellin: Yes, we got information today so it was too late to share in the packet.

Commissioner Howell: I have no problem with the design or colors of it. I think it will be nice to have something developed on that that area of Grace Dr.

Chairman Coffey: I am okay with the horizontal siding in the rear. I question it on the right elevation.

Mr. Reynolds: The garage sits proud of the house so it is probably 15-16 feet proud of the rest of the house which is why it felt like it was not as critical. It might be different if that back porch from the house was sitting in line with it or if

the back porch of the house was actually proud of the garage. However, since that garage sticks out on the end, you are probably really only going to be able see the garage if you were driving down the street.

Chairman Coffey: I would like to have the same window trim as you do on the front elevation, just repeat that on all four sides. Even though the siding changes in the back, I think that is important to mimic the front elevation on the window trim and so forth. At the front door, will the lighting be the same?

Mr. Rainwater: They are down lighting light fixtures to match the visible ones on the prints and sized appropriately for the location.

Chairman Coffey: I would prefer a single door with sidelights, but the fact that the style of the door meets the alternative doors for replacement that is what is important, so I agree with Larry on that.

The only other thing I have is gutters and downspouts. You are indicating an OGEE gutter. In the Historic District, we are seeing half-round gutters. Is that an option for you?

Mr. Rainwater: We request to keep the OGEE gutters.

Chairman Coolidge: This thing is really on the outskirts of the Historic District and I think everything on Sharp Street probably has the OGEE gutters.

I have another question: I noticed the charcoal for the stone foundation. Was that a choice or did you think that was a requirement? What we mostly have up here is a limestone and it is a lighter color stone.

Mr. Rainwater: It was a choice to go with the color palette of the home. We thought it would complement the other darker materials on the home nicely and tie it all together.

Mr. Reynolds: For clarification, with the color palette, all the window trim around them, is that white? [Mr. Rainwater: Yes.] Are the windows themselves black? [Mr. Rainwater: Yes.] Is the garage door itself white?

Mr. Rainwater: No, it is dark to complement the doors and windows.

MOTION: Commissioner Coffey moved to approve the Certificate of Appropriateness for 67 Grace Dr. S., as represented by 3 Pillar Homes, with the following conditions:

1. The Applicant get final approval from Staff for the streetscape design including, but not limited to, the sidewalk location, street tree location, and street tree type;
2. If the Board of Zoning Appeals does not grant a variance to the setback, the Applicant must come back to HDAC for approval of an updated design; and
3. That all Commissions, Staff and Architectural Advisor comments are addressed

Commissioner Howell seconded the motion.

VOTE: Y - 5 N - 0

STAFF ITEMS

Ms. Schellin informed the Commission that Ms. Damiani at 32 E Olentangy St., who was recently before this body last month and had her matter tabled, has elected not to move forward with her review at this time because she was unable to find an architect to do her drawings. In the meanwhile, she will only do some painting and landscaping.

ADJOURNMENT

Chairman Coffey moved to adjourn the meeting. Commissioner Coolidge seconded the motion. With unanimous consent of the remaining Commission members, the meeting adjourned at 7:05 p.m.

DATE MINUTES APPROVED:

Tom Coffey
Chairman

Date

Karen J. Mitchell
City Clerk

Date