

**CITY OF DELAWARE  
PLANNING COMMISSION MEETING  
CITY HALL  
COUNCIL CHAMBERS  
1 SOUTH SANDUSKY STREET**

**AGENDA**

**6:30 PM**

**DECEMBER 3, 2025**

ATTEND AN OPEN MEETING: Open meetings are held in City Hall Council Chambers. Sign in forms to speak are available at the door. Name and address are required for public comment. Comments are limited to 3 minutes.

EMAIL, LETTER, PETITION: Emails, letters, and petitions received to the Council Clerk by 10 a.m. the date of the meeting will be presented to members and submitted into the record. These items will not be read aloud during the meeting but will be available on the website following the meeting at the end of the next business day. Name and address are required. Send to [councilclerk@delawareohio.net](mailto:councilclerk@delawareohio.net).

PLEASE NOTE SUBMISSION TIME.

**1. ROLL CALL**

**2. APPROVAL OF MOTION SUMMARY**

- A. Approval of the Motion Summary from the Planning Commission meeting held on November 5, 2025, as recorded and transcribed.

**3. REGULAR BUSINESS**

A. ZONING AMENDMENTS

1. MX-PUD 24-2 AMEND 10-25: A request by Fincon Epic Ventures for approval of a Zoning Map Amendment to expand MX-PUD 24-2 to include 4.468 additional acres currently zoned A-1 (Agricultural), as described in "Exhibit A".
  - a. Staff Presentation
  - b. Applicant Presentation
  - c. Public Hearing
  - d. Commission Discussion
  - e. Commission Action (recommendation to City Council)
2. C-PUD 25-15: A request by GTZ Properties for approval of a Zoning Map Amendment from C-CC and C-C PMU (Community Commercial and Community Commercial with a Planned Mixed-Use Overlay) to C-PUD (Residential Planned Unit Development) on 10.3 acres of property located on the northeast corner of Sunbury Road and Skyview Lane as shown in "Exhibit A".
  - a. Staff Presentation
  - b. Applicant Presentation
  - c. Public Hearing
  - d. Commission Discussion
  - e. Commission Action (recommendation to City Council)

B. DEVELOPMENT PLANS AND MODIFICATIONS

1. PC 25-15: A request by Motley 7 Brew, LLC for approval of a Development Plan for 7Brew at 1424 Sunbury Road.

- a. Staff Presentation
  - b. Applicant Presentation
  - c. Public Hearing
  - d. Commission Discussion
  - e. Commission Action (recommendation to City Council)
2. MX-PUD 25-8 MOD 10-25: A request by Ohio Wesleyan University for approval of a minor modification to the Development Plan for renovations and additions to the Ohio Wesleyan Library located at 43 Rowland Avenue within MX-PUD 25-8.
- a. Staff Presentation
  - b. Applicant Presentation
  - c. Public Comment (not a public hearing)
  - d. Commission Discussion
  - e. Commission Action (final decision)
3. PC 25-17: A request by Archall Architects for approval of a Minor Modification to the approved Master Sign Plan for the Coughlin's Crossing Planned Mixed-Use Overlay.
- a. Staff Presentation
  - b. Applicant Presentation
  - c. Public Comment (not a public hearing)
  - d. Commission Discussion
  - e. Commission Action (final decision)

C. PLATS

1. S 25-15: A request by Delaware Bible Church for approval of a Final Subdivision Plat for Delaware Christian School at 45 Belle Ave.
- a. Staff Presentation
  - b. Commission Discussion
  - c. Commission Action (final decision)

4. **PLANNING DIRECTOR'S REPORT**

5. **COMMISSION MEMBER COMMENTS AND DISCUSSION**

6. **NEXT MEETING DATE:** January 7, 2025

7. **ADJOURNMENT**

**PLANNING COMMISSION  
MOTION SUMMARY  
NOVEMBER 5, 2025**

**ITEM 1. Roll Call**

Vice-Chair called the meeting to order at 6:30 p.m.

Members: Josh Cross, George Stroud, Brandon Feller, Dustin Nanna, Dean Prall, Cory Hoffman and Stacy Simpson

Staff Present: Carrie Fortman, Project Engineer; Anna Kelsey, Planning and Zoning Administrator; Jon White, Development Planner; and Sandra Pereira, Planning & Community Development Director

**Motion to Excuse:** Commissioner Nanna motioned to excuse Commissioners Cross and Stroud, seconded by Vice-Chair Hoffman. Motion was approved with a 5-0-0 vote.

**ITEM 2. APPROVAL OF MOTION SUMMARY**

Approval of the Motion Summary of the Planning Commission meeting held on October 1, 2025, as recorded and transcribed.

**Motion:** Commissioner Prall motioned to approve the Motion Summary of the Planning Commission meeting held on October 1, 2025, seconded by Vice Chair Hoffman. Motion was approved with a 5-0-0 vote.

**ITEM 3. REGULAR BUSINESS**

**A. ZONING AMENDMENTS**

1. R PUD 25-14: A request by Romanelli Company LLC for approval of a Zoning Map Amendment from A-1 (Agricultural District) to R-PUD Residential Planned Unit Development) on 101.05 acres of property located on the south side of Berlin Station Road east of the Norfolk Southern railroad tracks as shown in "Exhibit A".

a. Staff Presentation

Jon White, Planning Developer, gave a brief presentation that included the site location, case background, access points, locations of sub areas, the net density of the rezoning, and amenities.

b. Applicant Presentation

Gary Smith, G2 Planning and Design  
720 East Broad Street  
Columbus, Ohio

Joe Looby, EMT  
5000 New Albany Road  
Columbus, Ohio

Jim Olin, Romanelli Company LLC  
148 W. Schrock Road  
Westerville, Ohio

Mr. Smith stated this is the first development under the new zoning code, so they are excited to see how this goes. Mr. Smith described the development plans, and they type of housing that is being planned for. There were no concerns about the staff conditions.

c. Public Hearing

The public hearing opened at 6:40 PM

Michael Akers  
2490 Berlin Station Road  
Delaware, Ohio

Mr. Akers asked questions and concerns about current septic at his home (as a Berlin Township resident), drainage plans for the runoff that occurs to prevent flooding, and the amount of traffic that would be added to Berlin Station Road.

The public hearing closed at 6:42 PM

d. Commission Discussion

Carrie Fortman, Project Engineer, addressed the stormwater drainage and runoff concerns by stating that if the runoff occurred towards the proposed development, the plan would address it as an offsite tributary area. The goal is to leave areas better than it is found. Sanitary concerns: Ms. Fortman would need to consult the interim Public Utilities Director about neighboring parcels tapping into the city's sewer system. Traffic concerns: Ms. Fortman stated that a Traffic Impact Study would need to be conducted in conjunction with the Delaware County Engineer's office since the road traverses both jurisdictions.

Anna Kelsey, Planning and Zoning Administrator, stated that the annexation will not affect the surrounding parcels, unless they would also like to start the process of annexing into the city. The septic and water connections would not change.

Commission members discussed the following topics (but no limited to) how the headlights would project onto existing homes at the point of entrance/exits of the proposed development, the mismatch of townhomes next to existing homes, the creation of a New Community Authority and how the funds would be spent, if the neighboring parcels would qualify for annexation, and how net density is calculated.

e. Commission Action (recommendation to City Council)

**Motion:** Vice Chair Hoffman motioned to approve R PUD 25-13, with all staff conditions, seconded by Commissioner Feller. Motion was approved with a 7-0-0 vote.

2. PC 25-16: A request by the City of Delaware for approval of a Zoning Map Amendment as outlined in "Exhibit A".

a. Staff Presentation

Anna Kelsey, Planning and Zoning Administrator, gave a brief presentation that included the back ground, overview of the proposed changes to provide for mis-zoned parcels that were accidentally zoned along with adjacent parcels.

b. Applicant Presentation

N/A.

c. Public Hearing

The public hearing opened at 7:14 PM

There was no public participation.

The public hearing was closed at 7:14 PM

d. Commission Discussion

The commission asked if there was sufficient time to look over the map to make sure this zoning amendment was good, as presented.

e. Commission Action (recommendation to City Council)

**Motion:** Commissioner Nanna motioned to approve PC 25-16, seconded by Commissioner Prall. Motion was approved with a 7-0-0 vote.

B. PLATS

1. S 25-13: A request by Delaware Health Realty, LLC for approval of a Final Subdivision Plat for Glenn Crossing on the southwest corner of Glenn Road and Mill Run Crossing.

a. Staff Presentation

Anna Kelsey, Planning and Zoning Administrator, gave a brief presentation that included background and site overview.

b. Commission Discussion

There was no further discussion.

c. Commission Action (final decision)

**Motion:** Commissioner Nanna motioned to approve S 25-13, seconded by Commissioner Prall. Motion was approved with a 7-0-0 vote.

**ITEM 4. PLANNING DIRECTOR'S REPORT**

Sandra Periera, Planning and Community Development Director, had no reports.

**ITEM 5. COMMISSION MEMBER COMMENTS AND DISCUSSION**

Commissioner Stroud thank everyone for a wonderful evening.

Commissioner Nanna clarified that there would be a December meeting and thanked staff for their hard work.

Commission Feller thanked staff for taking the lead in organizing a food drive.

Commissioner Prall stated the voters approved a bond issue for two buildings planned in the SW Focus Area.

Commissioner Cross clarified for the January and July 2026 meetings dates are kept to the first Wednesday of the month. Those meetings will stay the same and thanked staff.

Vice-Chair Hoffman stated he has received correspondence from Township

Trustees regarding annexation. He felt it is well understood that if the city can serve the area, the city will agree to the annexation. There is no animosity or ill-will towards townships when considering annexations.

Chair Simpson thanked staff and fellow commissioners and asked if Race Track has processed with their project. Staff's response stated nothing had been submitted to them and if there were any to move forward, they would need to come before the Planning Commission to ask for an extension. Mr. Simpson wished everyone a Happy Thanksgiving.

**ITEM 6.     NEXT MEETING:** November 5, 2025

**ITEM 7.     ADJOURNMENT**

Chair Simpson motioned for the Planning Commission meeting to adjourn at 7:27 p.m.

The meeting was adjourned at 7:27 p.m.

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Chairperson

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Council Clerk

## PLANNING COMMISSION STAFF REPORT

**CASE ID:** MX-PUD 24-2 Amend 10-25  
Simpkins Crossing

**APPLICANT:** Fincon Epic Ventures LTD  
203 Olentangy Crossing West  
Delaware, OH 43015



### REQUEST

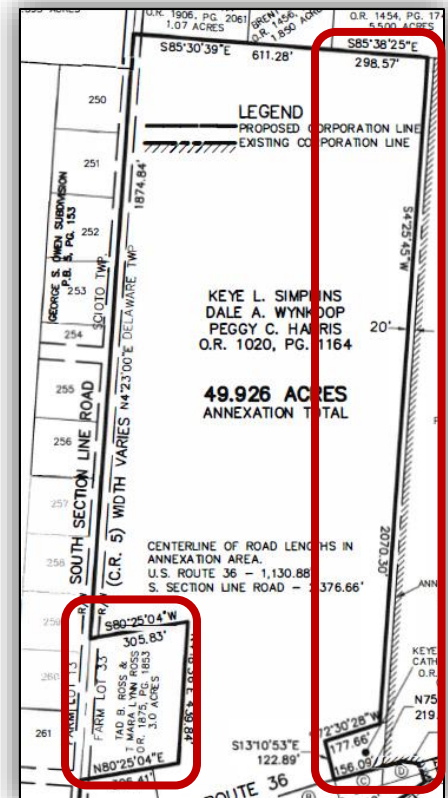
A request by Fincon Epic Ventures for approval of a Zoning Map Amendment to expand MX-PUD 24-2 to include 4.468 additional acres currently zoned A-1 (Agricultural), as described in "Exhibit A".

### BACKGROUND/ LOCATION

In 2024, City Council approved the annexation of 49.926 acres located on the northeast corner of S. Section Line Road and Marysville Road (Ordinance 24-06). Later that year, Council approved a zoning amendment to establish MX PUD 24-2 on this property (Ordinance 24-62). At that time, the applicant did not have ownership over the properties located at 1093 S. Section Line Road or 3048 Marysville Road, so a 20-foot strip on the east side of the site was left out of the annexation to ensure compliance with the annexation regulations in Ohio Revised Code. These areas are circled in red, right.

Earlier in 2025, City Council approved the annexation of those two parcels as well as the 20-foot strip following the applicant's acquisition of those parcels (Ordinance 25-25). Now, the applicant is requesting to expand and amend their existing MX PUD 24-2 to include the additional 4.468 acres, with minor amendments to the original zoning to accommodate this new property.

### EXISTING CONDITIONS/ CURRENT ZONING





The full site (shown in red, left) totals 54.394 acres and is located on the northeast corner of S. Section Line Road and Marysville Road, directly west of the Limestone Ridge subdivision. The area is currently primarily farmland, with two existing single-family homes, outbuildings, and an existing vacant commercial establishment. The surrounding zoning is as follows:

Location	Zoning	Land Use
North	FR-1 (Farm Residential) – <i>Delaware Township</i>	Single-Family Dwellings
South	A-1 PMU (Agricultural with Planned Mixed-Use Overlay)	Vacant
East	R-SF (Residential – Single Family)	Single-Family Dwellings
West	FR-1 (Farm Residential) – <i>Scioto Township</i>	Single-Family Dwellings

### STAFF ANALYSIS

**Zoning:** The applicant is requesting to expand the existing MX-PUD to include the additional 4.468 acres annexed in 2025. The remainder of the PUD would remain largely the same, though some uses have been modified and added to reflect the uses listed in base code. The use table for this PUD is as follows:

	Sub-Area A	Sub-Area B	Sub-Area C	Sub-Area D
<b>Residential Uses</b>				
One- or Two-Family Dwelling	P	P		
Three- or Four-Family Dwelling		P	P	
Multi-Family Complex			P	
Dwelling units on upper floor of a commercial or office building				P
<b>Institutional Uses</b>				
Public or Private Recreational Facility	P	P	P	
School – trade, business, or cultural arts				P
<b>Commercial Uses</b>				
Day care – child or adult				P
Health Club			P	P
Entertainment – indoor				P
Financial institution, bank				P
Nursing Home			P	
Offices (including clerical/professional, medical/dental, and veterinary with no boarding kennel)				P
Residential Care Facility			P	
Retail development with minimum gross floor area under 80,000 square feet				P
Restaurant				P
<b>Automotive and Transportation Uses</b>				
Car wash				P
Gasoline Station				P
Drive-thru associated with a permitted or conditional use				P

**Land Use and Comprehensive Plan:** The expansion of MX-PUD 24-2 remains in conformance with the Delaware Together Comprehensive Plan and the Suburban Residential Character Area designated at the subject location.

**Concept Plan:** The conceptual plan dated "10/06/25" is the proposed concept plan for the PUD and remains consistent with the previous concept plan, but with the additional acreage added to Sub-Area 'D'. Details around lot dimensions, building design, internal road layout, etc. will be determined at the Development Plan stage. The remainder of the sub-areas remain unchanged from the previous concept.

#### *Roads and Traffic*

Access points shall generally conform to those shown on the concept plan. A Traffic Impact Study (TIS) is required to determine the exact location and geometry of these access points. The TIS will also determine what on- and off-site improvements are necessary at the Development Plan stage.

#### *Density and Layout*

The gross density of the development shall not exceed 7.0 dwelling units per acre. The exact layout of each sub-area, including internal roadways, building layout and size, and setbacks, shall be determined at the Development Plan stage.

*Buffers, Landscaping, and Open Space*

As required by the Zoning Code, net site coverage shall not exceed 65% of the total acreage. A minimum of 10% of the provided open space is to be common space.

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**RECOMMENDATION**

Staff recommends approval of the request with the conditions of approval outlined in the attached resolution.

## RESOLUTION

WHEREAS, Fincon Epic Ventures, LTD, 203 Olentangy Crossing West, Delaware, Ohio, 43015, has filed an application requesting to amend MX-PUD 24-2 to include 4.468 additional acres of property currently zoned A-1 (Agricultural) as described in Exhibit “A”.

WHEREAS, a public hearing was held on December 3, 2025 by the City of Delaware Planning Commission, as required by law, at which time all people who wished to testify regarding the pending application were afforded the opportunity to give their comments at the public hearing; and

WHEREAS, the City of Delaware Planning Commission finds that the facts submitted with this PUD rezoning application and presented at the public hearing and any amendments, or supplementary conditions, satisfy the standards and criteria for PUD rezoning approval as per §1114.07 of the Planning and Zoning Code; and

WHEREAS, the City of Delaware Planning Commission finds that pursuant to §1114.15 of the Planning and Zoning Code, each and all excluded uses are inappropriate for this specific MX-PUD; and

WHEREAS, the City of Delaware Planning Commission finds that the applicant’s plans are in compliance with the City of Delaware Comprehensive Plan.

NOW THEREFORE, BE IT RESOLVED that the City of Delaware Planning Commission recommends to the City of Delaware City Council:

SECTION 1. That the Zoning Map referenced in §1110.02 of the Planning and Zoning Code be amended to rezone approximately 4.468 acres of land described in Exhibit “A”, from A-1 Agriculture to MX-PUD (Mixed-Use Planned Unit Development).

### SECTION 2.

1. All conditions of MX-PUD 24-2 remain in full force and effect unless modified herein.
2. The lands described in Exhibit “A” shall be included within MX-PUD 24-2.

3. The concept plan dated "Received 10/06/25" illustrates the general layout of the development within this Planned Unit Development.
4. Uses permitted (P) in this Mixed-Use Planned Unit Development shall be as noted below:

	Sub-Area A	Sub-Area B	Sub-Area C	Sub-Area D
<b>Residential Uses</b>				
One- or Two-Family Dwelling	P	P		
Three- or Four-Family Dwelling		P	P	
Multi-Family Complex			P	
Dwelling units on upper floor of a commercial or office building				P
<b>Institutional Uses</b>				
Public or Private Recreational Facility	P	P	P	
School – trade, business, or cultural arts				P
<b>Commercial Uses</b>				
Day care – child or adult				P
Health Club			P	P
Entertainment – indoor				P
Financial institution, bank				P
Nursing Home			P	
Offices (including clerical/professional, medical/dental, and veterinary with no boarding kennel)				P
Residential Care Facility			P	
Retail development with minimum gross floor area under 80,000 square feet				P
Restaurant				P
<b>Automotive and Transportation Uses</b>				
Car wash				P
Gasoline Station				P
Drive-thru associated with a permitted or conditional use				P

- a. The existing commercial building located at 3048 Marysville Road may be used for Contractor Sales/Service for up to three years or until the first Development Plan in Sub-Area D is approved, whichever comes first.
5. Setbacks:
  - a. Site setbacks shall be as shown on the concept plan dated "Received 10/06/25".

6. Density
  - a. The gross residential density of PUD 24-2 shall not exceed eight dwelling units per acre.
  - b. The gross residential density of Sub-Areas A and B shall not exceed four dwelling units per acre.
7. Landscaping and Buffering:
  - a. Buffers shall be provided consistent with previous approvals and zoning code requirements.
8. Roads and Access:
  - a. Points of access shall be limited to those shown on the concept plan dated 10/06/2025 and shall adhere to the below requirements:
    - i. Access from South Section Line Rd shall require northbound right and southbound left turn lanes.
    - ii. Access from Marysville Road shall be limited to, at most, a right-in/right-out only access designed to restrict the ability for illegal left turns.
    - iii. The commercial access road shall be a private street and shall be designed to allow for future connection to the existing business to remain.
    - iv. Right-of-way shall be dedicated to the City along South Section Line Road and Marysville Road as required by the City Engineer.
    - v. All roads shall be designed as curb and gutter.
    - vi. A Traffic Impact Study (TIS) for the full subdivision is required and shall be completed and accepted prior to the first development plan application.
    - vii. The applicant shall be responsible for any improvements and/or financial obligations of the TIS per the City Engineer.
    - viii. Secondary access to Sub-Area C is required by Fire Code and shall be provided as a second public access to the north of the subarea directly from Poppy Place.
9. Pedestrian Access:
  - a. A minimum 10-foot asphalt path shall be required along S. Section Line Road and Marysville Road.
  - b. All public roads shall have a minimum of 5-foot sidewalks on each side.
10. The property shall be required to participate in either a new or existing New Community Authority (NCA) at a millage not to exceed 7.5 mills.

SECTION 3. These plans and all papers relating to the approved plan shall be submitted with this resolution to City Council.

The Clerk is directed to transmit this case to City Council for further determination as required by law.

PASSED: \_\_\_\_\_, 2025      YEAS\_\_\_\_ NAYS\_\_\_\_  
ABSTAIN \_\_\_\_

ATTEST: \_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
CHAIRMAIN

## EXHIBIT A

### ANNEXATION OF 4.468 ACRES FROM DELAWARE TOWNSHIP TO THE CITY OF DELAWARE, OHIO DESCRIPTION OF 3.0 ACRES

Situated in the State of Ohio, County of Delaware, Township of Delaware, being located in Quarter Township 3, Township 5, Range 19, Farm Lot 33, United States Military Lands, being all of that 3.0 acre tract of land as described in a deed to Tad B. Ross and Tamara Lynn Ross, of record in Official Record 1875, Page 1853, all records referenced herein being to those located in the Recorder's Office, Delaware County, Ohio and being more particularly described as follows:

Beginning at a point at the centerline intersection of U.S. Route 36 (width varies) and S. Section Line Road (C.R. 5, width varies), being also in the westerly corporation line of the City of Delaware established by Ord. No. 24-06 and filed for record in Official Record 2093, Page 733; thence North 04°23'00" East, along the centerline of S. Section Line Road, a distance of 323.67 feet to a point at the southwesterly corner of said 3.0-acre tract and being the **TRUE PLACE OF BEGINNING**;

Thence North 04°23'00" East, continuing along said centerline, the westerly line of said 3.0 acre tract, a distance of 439.98 feet to an angle point in the referenced corporation line;

Thence along the perimeter of said 3.0-acre tract and said corporation line the following courses;

1. North 80°25'04" East, a distance of 305.83 feet to a point;
2. South 04°18'36" West, a distance of 439.84 feet to a point;
3. South 80°25'04" West, a distance of 306.41 feet to the **TRUE PLACE OF BEGINNING** and containing 3.0 acres of land.

### DESCRIPTION OF 1.468 ACRES

Situated in the State of Ohio, County of Delaware, Township of Delaware, being located in Quarter Township 3, Township 5, Range 19, Farm Lot 33, United States Military Lands, being 0.948 acre of that land (51+ acres) as described in a deed to Keye L. Simpkins, Dale A. Wynkoop and Peggy C. Harris of record in Official Record 1020, Page 1164 and all of that land (0.52 acre) as described in a deed to Fincon Simpkins Ltd., of record in Official Record 2116, Page 1220, all records referenced herein being to those located in the Recorder's Office, Delaware County, Ohio and being more particularly described as follows:

Beginning at the northeasterly corner of said 51+ acres, the northwesterly corner of Limestone Ridge Phase 2 subdivision, of record in Plat Cabinet 6, Slide 115, and at an angle point in the perimeter of the corporation line of the City of Delaware established by Ord. No. 21-06 and filed for record in Official Record 1860, Page 1190;

Thence South 4°25'45" West, along the easterly line of said 51+ acres, the westerly line of said Limestone Ridge and along the easterly line of said 0.52 acre tract, a distance of 2203.09 feet to a point in the northerly right-of-way line of U.S. Route 36 and in the perimeter of the corporation line of the City of Delaware established by Ord. No. 24-06 and filed for record in Official Record 2093, Page 733;

J:\144371\_Fin\_USR36Del\7.0\_Production\7.03\_Design\02\_Survey-Mapping\ANNEX\ANNEXATION LEGAL DESCRIPTION 4.468\_x2.docx

Annexation of 4.468 acres, Delaware Township to the City of Delaware

Thence along said corporation line the following courses:

- 1. South 75°28'47" West, a distance of 156.09 feet to a point;
- 2. North 13°10'53" West, a distance of 122.89 feet;
- 3. North 72°30'28" East, a distance of 177.66 feet;
- 4. North 4°25'45" East, a distance of 2070.30 feet to a point in the northerly line of said 51+ acre tract;

Thence South 85°35'14" East, along said northerly line, a distance of 20.00 feet to the place of beginning and containing 1.468 acres of land.

There are no known unincorporated islands created by this annexation.

Additional annexation information: Total perimeter length of this annexation area is 6242.11 feet of which 5802.13 feet is contiguous with the existing City of Delaware corporation line, producing a 93% perimeter contiguity.

Bearings based on the Ohio State Plane Coordinate System, North Zone, NAD83 (2011).

This description was prepared by Arcadis/IBI Group Survey, Columbus, Ohio, and is based on available records and a field survey of the premises performed in August 2023.

Delaware County Engineer  
Map Department

I herby certify the within to be a true copy of the original on file in the Map Department

\_\_\_\_\_  
County Engineer

\_\_\_\_\_  
Supervisor

By \_\_\_\_\_ Date \_\_\_\_\_  
David L. Chiesa  
Registered Surveyor No. 7740

J:\144371\_Fin\_USR36Del\7.0\_Production\7.03\_Design\02\_Survey-Mapping\144371-ANNEX 2024.dwg by: chiesad5246 on 11/18/2024 10:53:43 am ~©IBI Group

It is the intent of Fincon Epic Ventures Ltd to develop the parcels at 3134 Marysville Rd, Delaware OH 43015, 3048 Marysville Rd, Delaware 43015, and 1093 Section Line Rd, Delaware 43015, hereby referred to as 'property' as a Planned Mixed Use District (MX).

The ±54.394 acre property is currently zoned as A-1, and MX. The property current contains three single family residential structures with several accessory structures, and one one commercial structure along Marysville Rd.. The majority of the property is being used for farming.

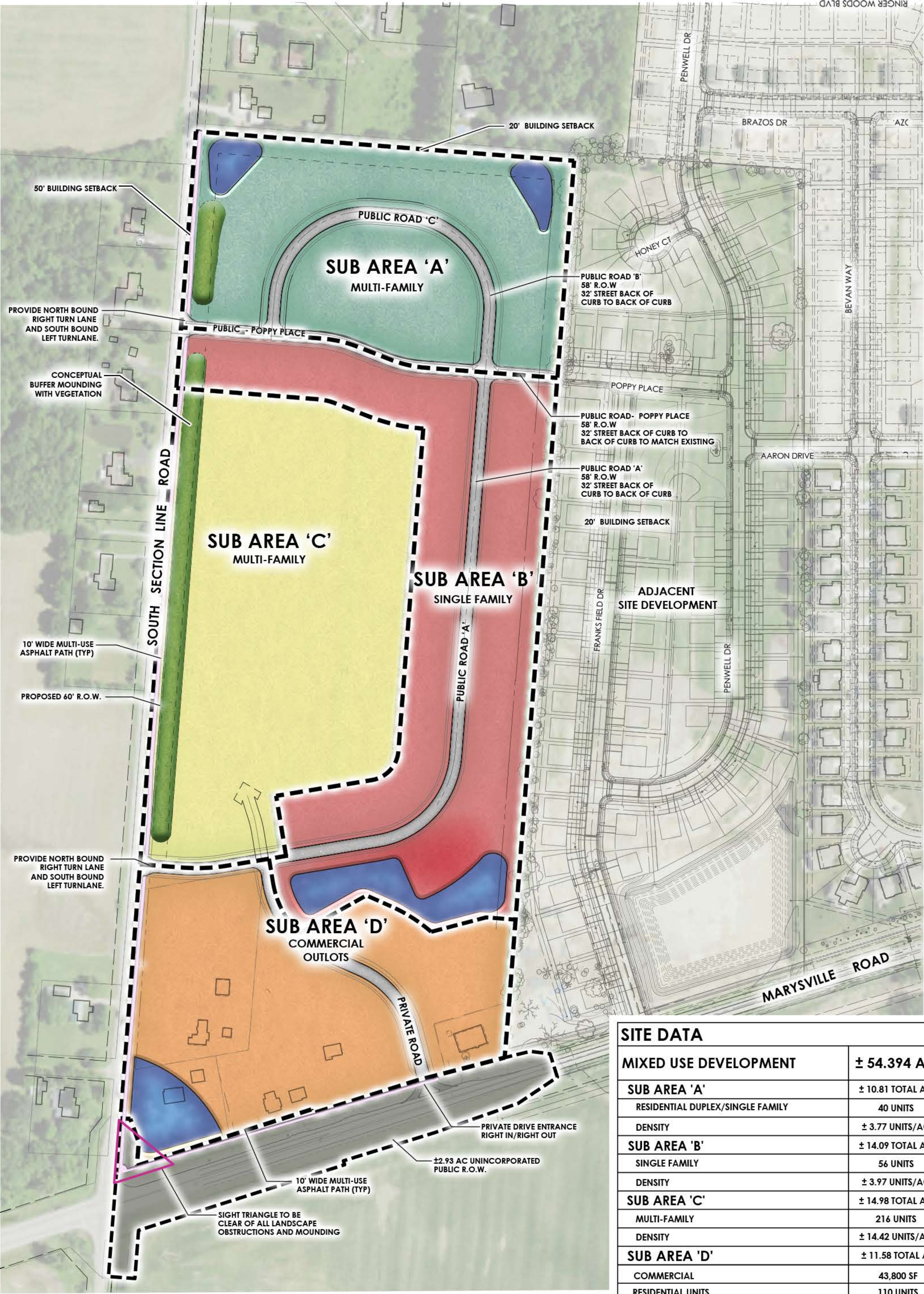
The Planned District will be comprised of four (4) subareas. Subarea A shall contain single-family/duplex homes, Subarea B shall contain single family homes, Subarea C shall contain multi-family apartment buildings, and Subarea D shall contain mixed used including commercial, office, and second story residential spaces. The district will include an extension of Poppy Place connecting with South Section Line as well as two new public roads. A private road with a right in/right out only entry off US 36 will provide access to mix-use Subarea 'D'.

The district will also provide 10' multi-use pathways along both US 36 and S. Section Line Rd, internal sidewalks and pathway connections through parklike open spaces.

Post development the district shall be controlled by a Master Association with Sub-associations for each sub-area.

Signed,

Padmanabha Iragamreddy  
Fincon Epic Ventures Ltd  
203 Olentangy Xing W  
Delaware, OH 43015



SITE DATA	
MIXED USE DEVELOPMENT	± 54.394 AC
SUB AREA 'A'	± 10.81 TOTAL AC
RESIDENTIAL DUPLEX/SINGLE FAMILY	40 UNITS
DENSITY	± 3.77 UNITS/AC
SUB AREA 'B'	± 14.09 TOTAL AC
SINGLE FAMILY	56 UNITS
DENSITY	± 3.97 UNITS/AC
SUB AREA 'C'	± 14.98 TOTAL AC
MULTI-FAMILY	216 UNITS
DENSITY	± 14.42 UNITS/AC
SUB AREA 'D'	± 11.58 TOTAL AC
COMMERCIAL	43,800 SF
RESIDENTIAL UNITS	110 UNITS

## PLANNING COMMISSION STAFF REPORT

**CASE ID:** PUD 25-15 Trailhead Crossing

**APPLICANT:** GTZ Properties  
210 Skokie Valley Road, Suite A  
Highland Park, IL 60035



### REQUEST

A request by GTZ Properties for approval of a Zoning Map Amendment from C-CC (Community Commercial) to C-PUD (Commercial Planned Unit Development) on 10.3 acres of property located on the north side of US-36/ SR-37 east of Skyview Lane.

### BACKGROUND/ LOCATION

The 10.3-acre property is located on the north side of US-36/ SR-37 east of Skyview Lane and south of Biltmore Drive and the Seattle House Apartments. The applicant is proposing to rezone the site from C-CC (Community Commercial) to C-PUD (Commercial Planned Unit Development) for a future commercial development of various uses, including retail and restaurants.

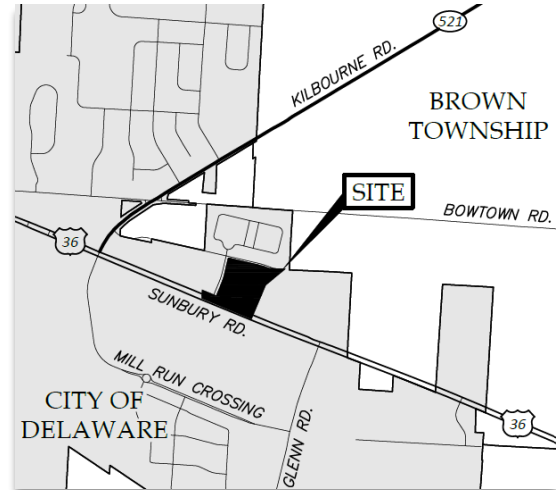


Figure 1: Subject Property/ Location Boundary

### EXISTING CONDITIONS/ CURRENT ZONING

The subject property is located within the Far East Focus Area of the City of Delaware's, Delaware Together Comprehensive Plan. The property is currently vacant and unimproved land located along the US-36/ SR-37 commercial corridor with C-CC Community Commercial zoning. The surrounding properties to the west have developed commercially while the areas to the east remain undeveloped. The Seattle House apartments are immediately to the north and across the street to the south is the Glenwood Crossing Shopping Center.

### STAFF ANALYSIS

**Zoning:** The applicant is requesting to rezone the 10.3-acre subject property to a Commercial-Planned Unit Development (C-PUD) with the intent to construct various commercial uses, specifically retail and restaurants. While the existing C-CC Community Commercial zoning would permit the proposed uses, amending the zoning map to a C-PUD will allow the applicant to provide more thoughtful and comprehensive site planning for the entire site, as well as ensure that the permitted land uses as amended in the C-PUD remain appropriate for the US-36/ SR-37 commercial corridor and to cap the number of permitted drive-throughs. Per C-PUD code requirements, the maximum building coverage permitted will be 40% coverage for all buildings, and 70% coverage of all buildings and impervious surfaces.

**Land Use and Comprehensive Plan:** The subject property is located within the Far East Focus Area along the US-36/ SR-37 commercial corridor. The future land use map for this location supports a Community-Scale Activity Center development type. Appropriate development types within this development type support retail, restaurants, services, and entertainment land uses.

This proposed Zoning Map Amendment meets several of the goals and actions of the Comprehensive Plan, including:

- **Objective A.1:** Encourage a greater mix of land uses in selected locations.
  - **Action A.1.4:** Work with experienced developers.
- **Objective A.9:** Maximize compatibility between existing and new development, while allowing for appropriate changes.
  - **Action A.9.1:** Require transition areas at edges of development.
- **Objective A.16:** Focus new development to the Southeast, Southwest and portions of the Far East Focus Areas.

**Concept Plan:** The proposed commercial development shows a conceptual build-out and the re-platting of six (6) new lots for the 10.3-acres site. The development will consist of various commercial retail and restaurant uses. A detention pond will be included to address stormwater control for the full build-out. If the zoning map amendment is approved, the final site plan and layout, including all setbacks and total parking requirements, will be approved at the Development Plan stage, but should be generally similar to the concept plan included in this application.



Figure 2: Conceptual Site Plan

### Access and Traffic

There are three proposed points of access into the development, including a right-in/right-out along Skyview Lane and two full access ingress/ egress off Biltmore Drive. The final design and location of all roads and access points will be reviewed and approved at the development plan stage as approved by the City Engineer. The applicant will be required to complete a Traffic Impact Study (TIS) for this site, which must be completed and accepted prior

to the submittal of a Development Plan application. Pedestrian access will be required along the northern, western, and southern perimeter as well as along the interior access roads and require connection to individual store fronts.

*Screening, Buffering, and Landscaping*

All screening, buffering, and landscaping will be reviewed and approved at the Development Plan stage. Pending review of a final landscaping plan, additional landscaping and screening barriers may be required along the northern perimeter to provide additional buffer for the Seattle House apartments from noise generating activities of the commercial development.

*Building Design*

Building plans, designs, and elevations for all structures are to be determined and will be reviewed and approved at the Development Plan stage.

*Signage and Lighting*

A lighting plan and comprehensive sign plan will be required and reviewed at the Development Plan Stage.

**Procedures:**

The applicant will be required to receive a Development Plan approval and final subdivision approval for the full site (including all easements, right-of-way, etc.) prior to the issuance of any building permits.

---

**RECOMMENDATION**

Staff recommends approval of the request with the conditions of approval outlined in the attached resolution.

---

RESOLUTION

WHEREAS, GTZ Properties, 210 Skokie Valley Road, Suite A, Highland Park, IL 60035, has filed an application requesting to rezone 10.3 acres of land from C-CC, Community Commercial to C-PUD (Commercial Planned Unit Development). The property is located on the north side of US-36/ SR-37 east of Skyview Lane, further described in Exhibit A.

WHEREAS, a public hearing was held on December 3, 2025 by the City of Delaware Planning Commission, as required by law, at which time all people who wished to testify regarding the pending application were afforded the opportunity to give their comments at the public hearing; and

WHEREAS, the City of Delaware Planning Commission finds that the facts submitted with this PUD rezoning application and presented at the public hearing and any amendments, or supplementary conditions, satisfy the standards and criteria for PUD rezoning approval as per §1114.06 of the Planning and Zoning Code; and

WHEREAS, the City of Delaware Planning Commission finds that pursuant to §1114.06 of the Planning and Zoning Code, each and all excluded uses are inappropriate for this specific R-PUD; and

WHEREAS, the City of Delaware Planning Commission finds that the applicant's plans are in compliance with the City of Delaware Comprehensive Plan.

NOW THEREFORE, BE IT RESOLVED that the City of Delaware Planning Commission recommends to the City of Delaware City Council:

SECTION 1. That the Zoning Map referenced in §1110.02 of the Planning and Zoning Code be amended to rezone approximately 10.3 acres of land described as parcels 519-444-01-001-003, 519-444-01-001-000, and 518-300-01-105-000, further described in Exhibit A, from C-CC Community Commercial to C-PUD (Commercial Planned Unit Development).

SECTION 2.

1. The concept plan dated "Received 11/14/25" illustrates the general layout of the development within this Planned Unit Development.

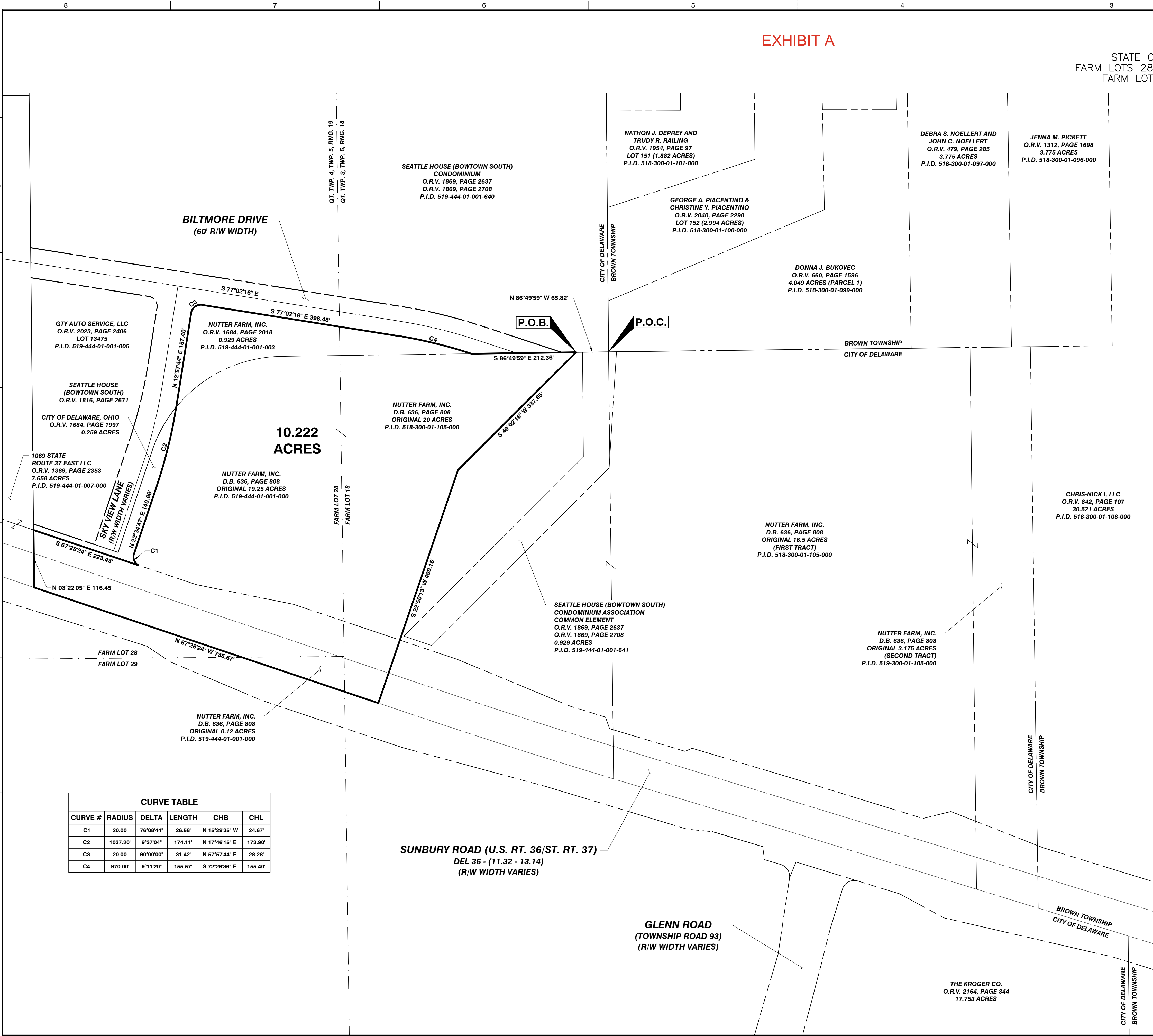
2. Uses permitted (P) in this Residential Planned Unit Development are as follows:

<b>Land Use</b>	<b>Permitted Use</b>
Retail development with a minimum gross floor area under 80,000 square feet	P
Retail development with a minimum gross floor area of 80,000 square feet or greater	P
Restaurant	P
Financial Institution	P
Health Club	P
Entertainment, indoor	P
Event venue – capacity of 50 or fewer	P
Offices: Clerical/ professional, medical/ dental, veterinary, no boarding kennel	P
Drive-thru facilities associated with any Permitted Use.*	P
<b>*A maximum of three (3) drive-thru facilities shall be permitted</b>	

3. Roads, Traffic, and Engineering:
- All comments and concerns of the City Engineer, including any stormwater and utility requirements must be addressed through the Engineering and Utilities Departments prior to the release of any permits for this development.
  - A Traffic Impact Study (TIS) dated 12/6/2023 was previously completed and accepted for the western portion of this area (referred to as the Original 2023 TIS). As this applicant is pursuing development of a larger area, a TIS is required for the full development (referred to as the Trailhead Crossing East & West TIS), which may result in modifications to the improvements required by the Original 2023 TIS. The applicant shall be responsible for any improvements and/or financial obligations of the Original 2023 TIS and/or the Trailhead Crossing East & West TIS per the City Engineer.
  - The City Engineer shall determine the final design and location of all access points during development plan review.



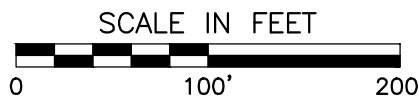
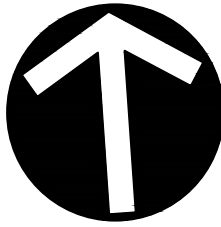
C:\Users\PLUMMER\Documents\Sunbury Road Development (253-3737)\353737-SRD-Zoning\PLAT\LS(10/9/2025 - @plummer) - LF: 10/9/2025 9:47 AM



CURVE TABLE					
CURVE #	RADIUS	DELTA	LENGTH	CHB	CHL
C1	20.00'	76°08'44"	26.58'	N 15°29'35" W	24.67'
C2	1037.20'	9°37'04"	174.11'	N 17°46'15" E	173.90'
C3	20.00'	90°00'00"	31.42'	N 57°57'44" E	28.28'
C4	970.00'	9°11'20"	155.57'	S 72°26'36" E	155.40'

# ZONING EXHIBIT

STATE OF OHIO, COUNTY OF DELAWARE, CITY OF DELAWARE,  
FARM LOTS 28 AND 29, QUARTER TOWNSHIP 4, TOWNSHIP 5, RANGE 19,  
FARM LOT 18, QUARTER TOWNSHIP 3, TOWNSHIP 5, RANGE 18,  
UNITED STATES MILITARY LANDS.



## LEGEND:

- EXISTING CENTERLINE
- EXISTING EASEMENT LINE
- EXISTING FARM LOT LINE
- EXISTING PARCEL LINE
- EXISTING PROPERTY LINE
- EXISTING RIGHT-OF-WAY LINE

## ACREAGE BREAKDOWN 10.222 ACRE TRACT

3.754 ACRES IN FARM LOT 18.  
6.298 ACRES IN FARM LOT 28.  
0.170 ACRES IN FARM LOT 29.  
0.170 ACRES OUT OF 0.12 ACRE TRACT (PARCEL 519-444-01-001-000).  
5.572 ACRES OUT OF 19.25 ACRE TRACT (PARCEL 519-444-01-001-000).  
3.551 ACRES OUT OF 20 ACRE TRACT (PARCEL 518-300-01-105-000).  
0.929 ACRES OUT OF 0.929 ACRE TRACT (PARCEL 519-444-01-001-003).

## BASIS OF BEARINGS:

THE BEARINGS SHOWN ON THIS SURVEY ARE BASED ON THE BEARING OF SOUTH 77°02'16" EAST FOR THE CENTERLINE OF BILTMORE DRIVE, BASED ON FIELD OBSERVATIONS PERFORMED IN JULY 2025, AND BASED ON NAD 83 (NSRS 2011 ADJUSTMENT), OHIO STATE PLANE NORTH ZONE.

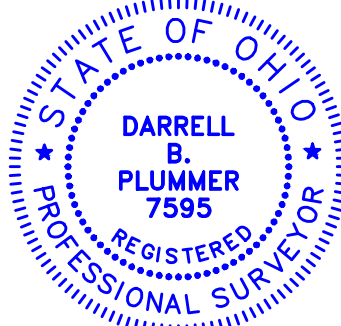
## PERTINENT DOCUMENTS:

DEEDS OF RECORD, ON FILE AT THE DELAWARE COUNTY RECORDER'S OFFICE, EXISTING CEC SURVEYS, SURVEYS OF RECORD & TAX MAPS ON FILE AT DELAWARE COUNTY.

## CERTIFICATION:

I HEREBY CERTIFY THAT THE FOREGOING BOUNDARY SURVEY WAS PREPARED FROM AN ACTUAL FIELD SURVEY PERFORMED IN JULY 2025 BY OR UNDER MY DIRECT SUPERVISION IN ACCORDANCE WITH CHAPTER 4733-37 OHIO ADMINISTRATIVE CODE.

*Darrell B. Plummer* 10/09/2025  
DARRELL B. PLUMMER  
PROFESSIONAL LAND SURVEYOR NO. 7595  
DATE



REVISION RECORD

NO	DATE	DESCRIPTION

8800 Lyra Drive  
Suite 300  
Columbus, OH 43240  
Ph: 614.540.6633  
www.cecinc.com

**CEC**  
Civil & Environmental  
Consultants, Inc.

TEBBE CIVIL ENGINEERING  
CITY OF DELAWARE  
BROWN TOWNSHIP  
DELAWARE COUNTY, OHIO

10.222 ACRE TRACT

DATE:	OCTOBER 2025	DRAWN BY:	DBP
DWG SCALE:	1" = 100'	CHECKED BY:	JLV
PROJECT NO.	353-737	APPROVED BY:	DBP

DRAWING NO.:  
**ZON**

SHEET 1 OF 1

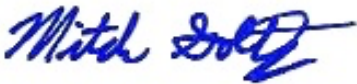
City of Delaware  
C-PUD for Trailhead Crossing West  
Letter of Intent

It is the intent of GTZ Properties of Highland Park, Illinois to develop the 10.3 +/- acres on the north side of US 36 (1555 State Route 37), Delaware, Ohio. Delaware County parcel ID numbers: 51944401001003, 51944401001000, and a portion of 51830001105000. Said parcels are hereby referred to as the "Property" as a Commercial Planned Unit Development (C-PUD).

The 10.3 +/- acres are currently used as an open field.

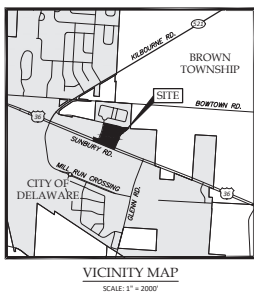
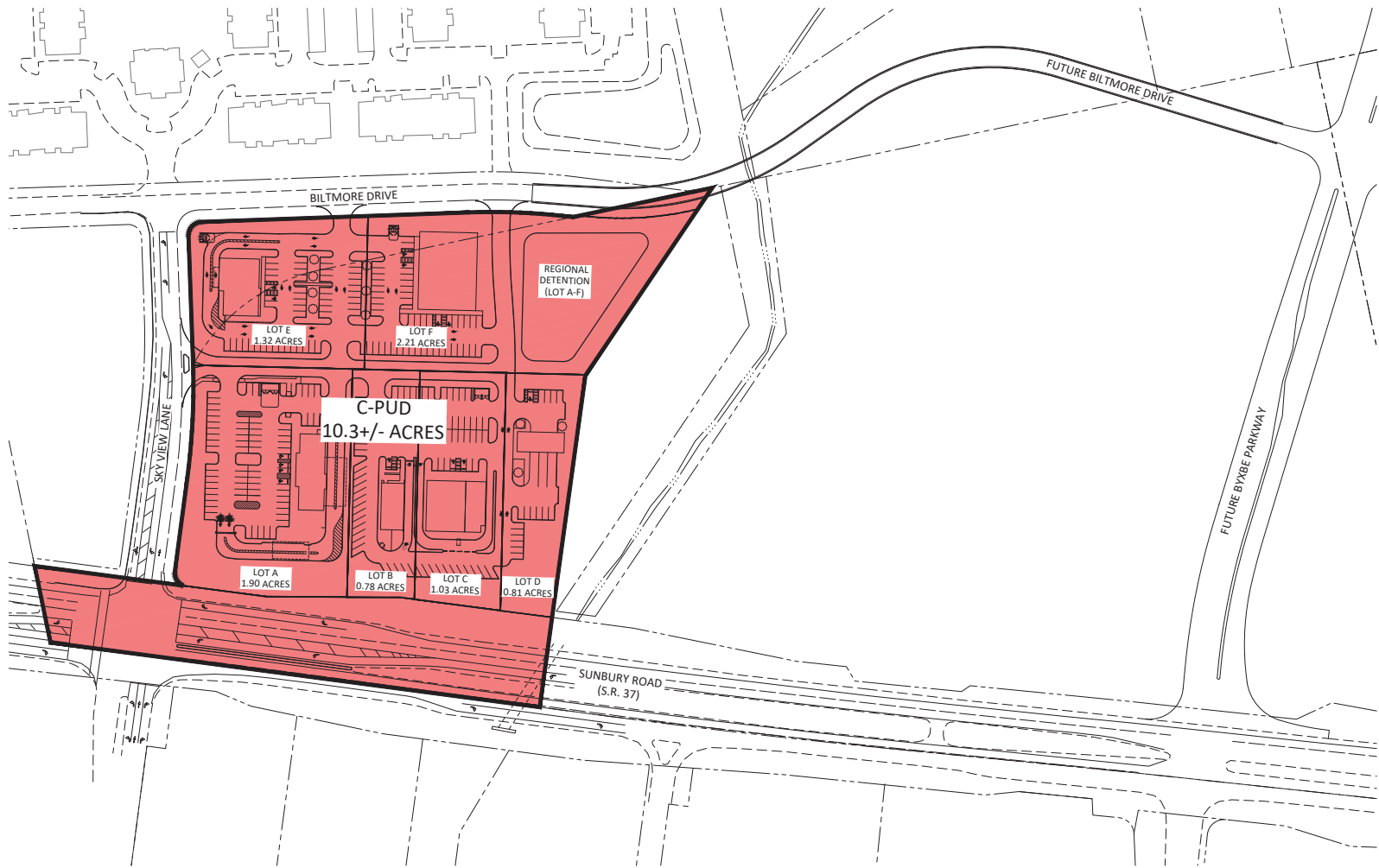
The Commercial Planned Unit Development will consist of commercial uses of various lot sizes with a regional detention facility. Biltmore Drive will be extended to Byxbe Parkway as a future project. Byxbe Parkway will be designed and constructed by Delaware County. The Property will be bound by public roadways on three sides and Mill Run to the east.

Mitch Goltz  
Managing Principal  
GTZ Properties  
210 Skokie Valley Road, Suite A  
Highland Park, IL 60035  
773-382-0590  
[mitch@gtzproperties.com](mailto:mitch@gtzproperties.com)



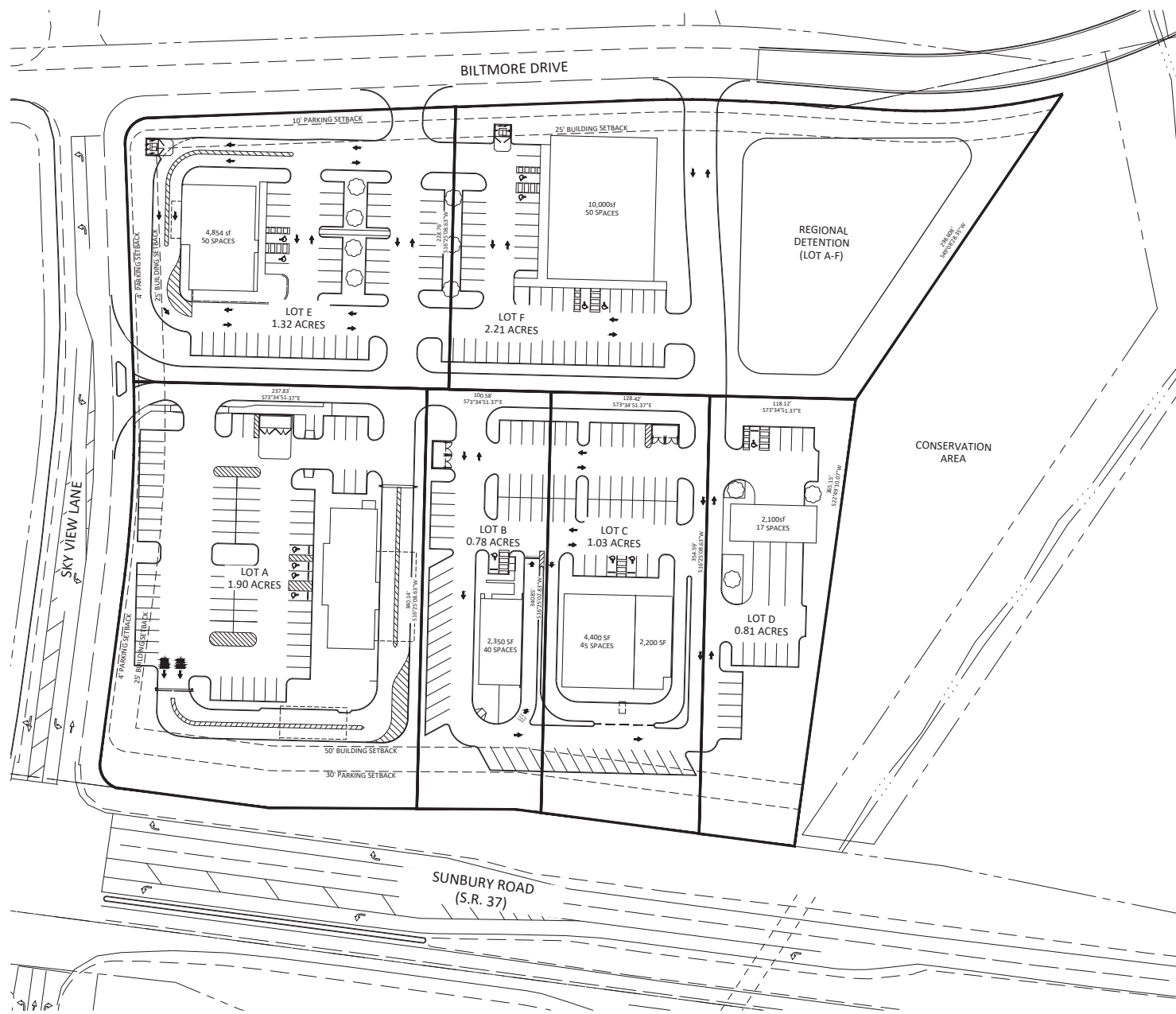
\_\_\_\_\_  
Mitch Goltz

\_\_\_\_\_  
Date      \_October 8, 2025\_

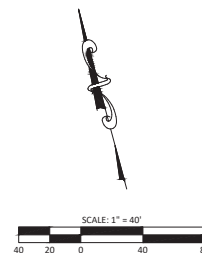


ZONING INFORMATION	
PARCEL NO.:	51944401001003 51944401001000 51940001001000
EXISTING ZONING:	C-CC - COMMUNITY COMMERCIAL DISTRICT
PROPOSED ZONING:	C-PUD - COMMERCIAL PLANNED USE DISTRICT
EXISTING USE:	VACANT LAND
PROPOSED USE:	COMMERCIAL OUTLOTS

REVISIONS NO. DATE REVISION DESCRIPTION	
<b>TEBBE CIVIL ENGINEERING, LLC</b> 4701 Lakeland Circle, Suite 100 Dublin, Ohio 43016 Phone: (614) 845-5885 • C:\tebbe\Civil.Com	
<b>C-PUD EXHIBIT</b> <b>TRAILHEAD CROSSING WEST</b> STATE ROUTE 37 CITY OF DELAWARE, OHIO	
11-14-25	11-17
JOB NO.	1137
DRAWN BY	MJM
DESIGN BY	JSG
CHECKED BY	CMT
SHEET	
C-PUD	



SITE DATA TABLE	
LOT A: AREA	1.90 AC
LOT A: BUILDING COVERAGE (5,422 SF)	6.6%
LOT A: LOT COVERAGE (58,928 SF)	71.2%
LOT B: AREA	0.78 AC
LOT B: BUILDING COVERAGE (2,350 SF)	6.9%
LOT B: LOT COVERAGE (34,146 SF)	72.0%
LOT C: AREA	1.03 AC
LOT C: BUILDING COVERAGE (6,600 SF)	14.8%
LOT C: LOT COVERAGE (42,597 SF)	95.4%
LOT D: AREA	0.81 AC
LOT D: BUILDING COVERAGE (2,100 SF)	6.0%
LOT D: LOT COVERAGE (16,860 SF)	48.0%
LOT E: AREA	1.32 AC
LOT E: BUILDING COVERAGE (4,854 SF)	8.4%
LOT E: LOT COVERAGE (44,070 SF)	76.4%
LOT F: AREA	2.21 AC
LOT F: BUILDING COVERAGE (10,000 SF)	10.4%
LOT F: LOT COVERAGE (39,298 SF)	40.8%
DEVELOPMENT TOTAL: AREA	8.05 AC
DEVELOPMENT TOTAL: BUILDING COVERAGE (31,326 SF)	8.9%
DEVELOPMENT TOTAL: LOT COVERAGE (235,899 SF)	67.3%



<h1 style="margin: 0;">C-PUD</h1>		<h2 style="margin: 0;">SHEET</h2>	
<h3 style="margin: 0;">C-PUD SITE PLAN</h3>		<h3 style="margin: 0;">C-PUD SITE PLAN</h3>	
<h2 style="margin: 0;">TRAILHEAD CROSSING WEST</h2>		<h2 style="margin: 0;">TRAILHEAD CROSSING WEST</h2>	
<h3 style="margin: 0;">STATE ROUTE 37</h3>		<h3 style="margin: 0;">STATE ROUTE 37</h3>	
<h3 style="margin: 0;">CITY OF DELAWARE, OHIO</h3>		<h3 style="margin: 0;">CITY OF DELAWARE, OHIO</h3>	
<div style="display: flex; justify-content: space-between;"> <div> <p><b>TBBE</b></p> <p><b>CIVIL</b></p> <p><b>ENGINEERING, LLC</b></p> <p>4700 Lakeshore Court, Suite 135              4700 Lakeshore Court, Suite 135              Phone: (614) 845-2882 • C: tbbec@tbbeccivil.com</p> </div> <div> <p>NO.</p> <p>DATE</p> </div> </div>		<div style="display: flex; justify-content: space-between;"> <div> <p>NO.</p> <p>DATE</p> </div> <div> <p>REVISION</p> <p>REVISION DESCRIPTION</p> </div> </div>	

## PLANNING COMMISSION STAFF REPORT

**CASE ID:** PC 25-15 7 Brew Delaware Development Plan

**APPLICANT:** **Motley 7 Brew LLC**  
**111 West 39<sup>th</sup> Street**  
**Vancouver WA 98660**



### REQUEST

A request by Motley 7 Brew, LLC for approval of a Development Plan for 7Brew at 1424 Sunbury Road.

### EXISTING CONDITIONS/ CURRENT ZONING

The subject property is a vacant commercial out lot at 1424 Sunbury Road within the Glennwood Commons Shopping Center development. The underlying zoning is C-CC (Community Commercial) within the Glennwood Commons PMU (Planned Mixed Use) Overlay. This site will require compliance with the Glennwood Commons Shopping Center development text and comprehensive sign plan.

The surrounding zoning designations are as follows:



Location	Zoning	Land Use
North	C-CC (Community Commercial)	Vacant
South	C-CC PMU (Glennwood Commons)	Commercial (Retail)
East	C-CC PMU (Glennwood Commons Commercial Out Lot)	Commercial (Vacant, Proposed Bank)
West	C-CC PMU (Glennwood Commons Commercial Out Lot)	Commercial (Quick Serve Restaurant)

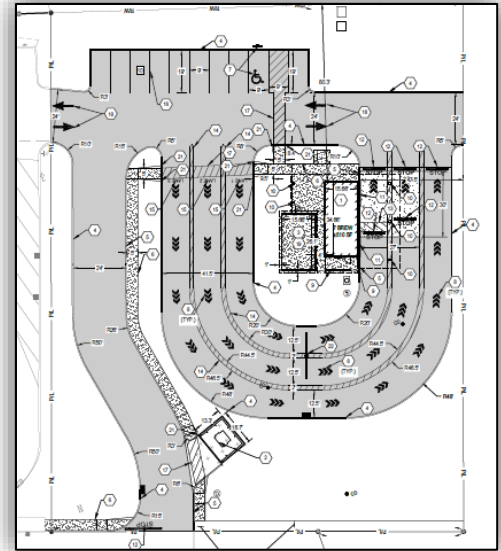
### STAFF ANALYSIS

### Zoning:

A restaurant is a permitted use in the Glennwood Commons Development per the development text. The proposed drive-thru is also permitted in conjunction with the restaurant use. Future signage will need to comply with the Glennwood Commons Comprehensive Sign Plan.

### Site Layout

The site is roughly rectangular with the approximately 500-square foot building being situated approximately in the center. There will be an accessory cold storage building located to the west of the principal building. Three drive-thru lanes will wrap around the building in a "U" shape with the opening to the front (north) side of the building. The drive-thru pickup window is located on the east side. The dumpster enclosure is situated towards the rear of the site along the southern entrance to the lot.

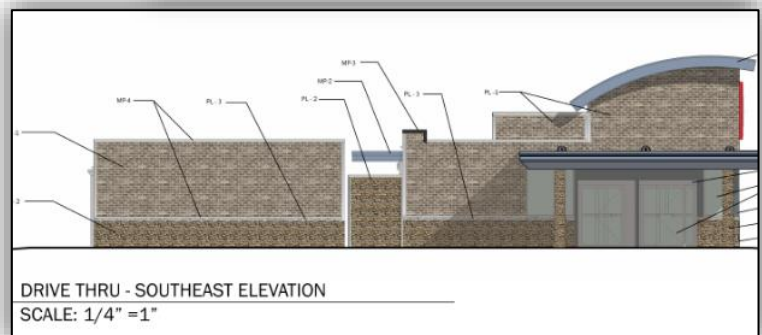


### Roads and Traffic

The site will be accessed from the interior backage road within the Glennwood Commons Shopping Center development. Plans have been submitted by a separate application to extend the access drive past this site and provide access to the out lots to the southeast. Cross-access easements will be required to provide secondary access to the site from the lots on either side of this location (Panda Express and the under-construction Chase Bank).

### Building Design

The proposed building will include a mix of limestone and brick veneer with metal trim to complement the overall design of the building. The canopy on both sides of the building will be supported by brick veneer wrapped columns. A cold storage building in the same style and materials as the principal building will be located just to the west. The dumpster enclosure is brick veneer with metal doors and will complement the design of the main building nicely. The building elevations meet all requirements of the development text and the zoning code.



### Landscaping and Screening

The applicant will be required to have an approved landscape plan before permits are issued. The applicant has submitted a preliminary plan and is currently working on a revision to meet all requirements of the zoning code.

### Pedestrian Connectivity

Sidewalk will be extended along the interior access road of the development as well as provide connection to the storefront via a sidewalk.

### Lighting

Meeting Date: December 3, 2025  
Planner

Author: David A. Gentile AICP, Development

The submitted lighting plan has been reviewed and approved by City staff and meets the lighting requirements set forth in the development text and zoning code.

---

**RECOMMENDATION**

*Staff recommends approval of the request with the conditions outlined in the attached resolution.*

---

## RESOLUTION

WHEREAS, Motley 7 Brew, LLC has requested approval of a development plan for 7Brew at 1424 Sunbury Road.

WHEREAS, a public hearing was held on December 3, 2025 by the City of Delaware Planning Commission, as required by law, at which time all people who wished to testify regarding the pending application were afforded the opportunity to give their comments at the public hearing; and

WHEREAS, the City of Delaware Planning Commission finds that the facts submitted with this development plan application and presented at the public hearing and any amendments, or supplementary conditions, satisfy the standards and criteria for a development plan per §1105.12 of the Planning and Zoning Code; and

NOW THEREFORE, BE IT RESOLVED that the City of Delaware Planning Commission recommends to the City of Delaware City Council:

SECTION 1. That the Development Plan application for the construction of a 7 Brew at 1424 Sunbury Road be approved, except as further modified by the following conditions and requirements.

### SECTION 2. Conditions of Approval:

1. All conditions of the approved development text remain in full force and effect unless modified herein.
2. The site plan stamped approved Nov 20, 2025 shall be the approved site plan for the development unless modified herein
3. The architectural elevations stamped approved Nov 20, 2025 shall be the approved elevations for this development plan unless modified herein
4. The lighting plan stamped approved 11/21/25 shall be the lighting plan. The site shall comply with all lighting regulations for the City of Delaware. Lights in all parking lots shall be reduced to a level no greater than twenty-five percent (25%) illumination, within one hour of closing.
5. Sidewalk shall be constructed along the access drive, to the extent of the site boundaries.

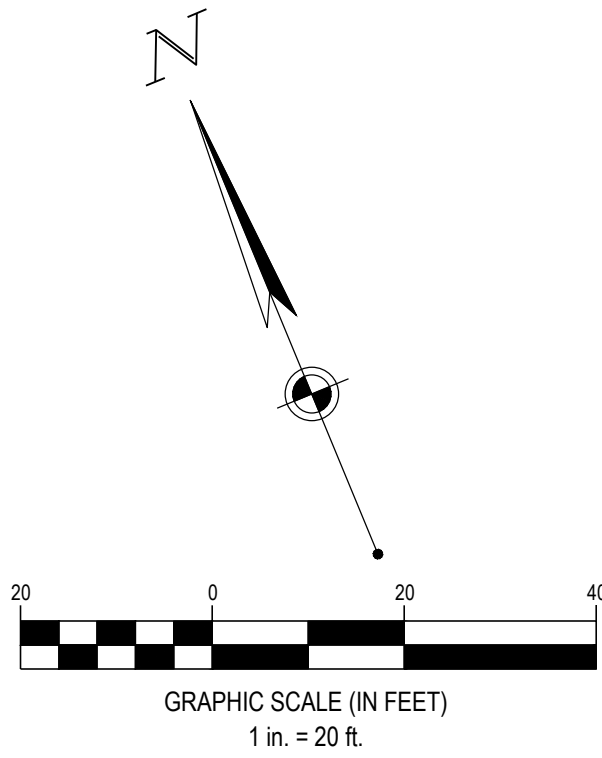
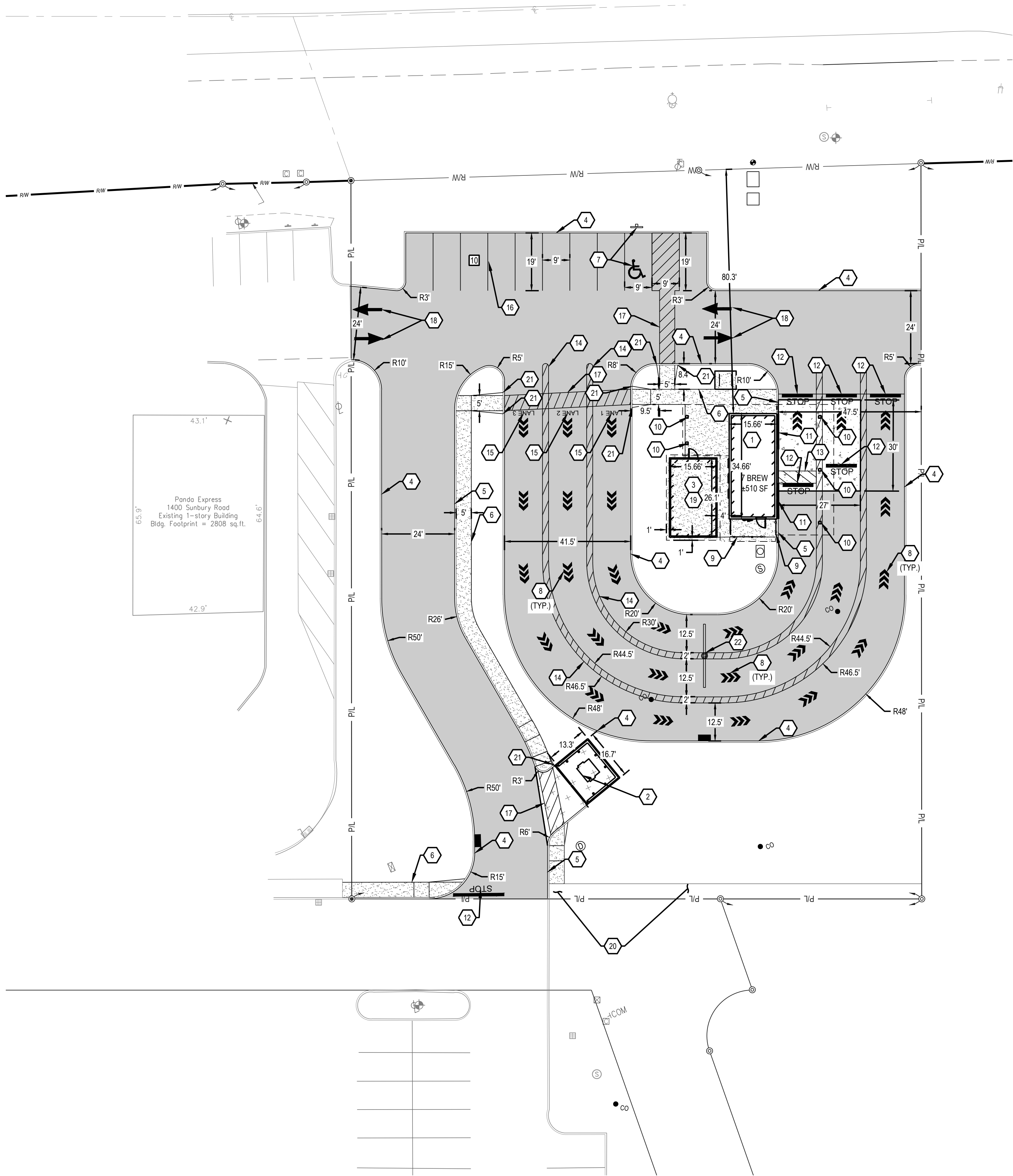
6. A landscape plan shall be approved prior to the release of permits. Street trees along Sunbury Road shall be required if determined to be feasible by the Director of Parks and Recreation.
7. Lighting shall match, in both style and height, the lighting of the adjacent development.
8. The lighting plan stamped Approved and dated 11/21/25 shall be the approved lighting plan unless modified herein.
9. All roof mounted mechanicals shall be screened from view from adjacent properties.
10. All signage shall be permitted separately. Signage shall comply with the comprehensive sign plan for the development.
11. All comments and concerns of the City Engineer, including any stormwater and utility requirements, must be addressed through the Engineering and Utilities Departments prior to the release of any permits for this development.
12. All pavement markings shall be white unless otherwise required by the ADA or OMUTCD.
13. A cross-access easement shall be provided along the north to provide access to the parcels both east and west of this lot, and is required to be provided prior to release of building permits
14. All trash collection containers shall be enclosed within a building or screened from view through the use of a permanent dumpster enclosure designed to match the building by using the same materials as those found on the building.

SECTION 2. These plans and all papers relating to the approved plan shall be submitted with this resolution to City Council.

The Clerk is directed to transmit this case to City Council for further determination as required by law.

PASSED: \_\_\_\_\_, 2025 YEAS\_\_\_ NAYS\_\_\_ABSTAIN \_\_\_

ATTEST: \_\_\_\_\_  
CITY CLERK CHAIRMAIN



SITE LEGEND

EXISTING

REFER TO SHEET 3 FOR EXISTING FEATURES LEGEND

PROPOSED

- PROPOSED HEAVY-DUTY ASPHALT PAVEMENT, SEE DETAIL SHEET 10
- PROPOSED HEAVY-DUTY CONCRETE PAVEMENT, SEE DETAIL SHEET 10
- PROPOSED CONCRETE SIDEWALK, SEE DETAIL SHEET 10
- PROPOSED HEAVY-DUTY CONCRETE DUMPSTER PAD, SEE DETAIL SHEET C7.0
- RIGHT-OF-WAY
- PROPERTY LINE
- SETBACK
- EASEMENT
- BUILDING
- CONCRETE CURB
- PAVEMENT/WALK
- PARKING SPACE COUNT
- CATCH BASIN
- CURB INLET
- CLEANOUT
- DOWN SPOUT

CODED NOTES:

- PROPOSED 510 SF BUILDING. REFER TO ARCHITECTURAL PLANS FOR DETAILS.
- PROPOSED TRASH ENCLOSURE PER LOCAL REQUIREMENTS. SEE TRASH ENCLOSURE DETAILS, SHEET 12.
- PROPOSED REMOTE COOLER BUILDING. REFER TO ARCHITECTURAL PLANS FOR DETAILS.
- PROPOSED 6" STRAIGHT CURB. REFER TO CONSTRUCTION DETAILS, SHEET 10.
- PROPOSED INTEGRAL CONCRETE CURB AND SIDEWALK. REFER TO CONSTRUCTION DETAILS, SHEET 10.
- PROPOSED CONCRETE SIDEWALK. REFER TO CONSTRUCTION DETAILS, SHEET 10.
- BLUE PAINTED ADA ACCESSIBLE PARKING SPACE WITH SIGNAGE. REFER TO CONSTRUCTION DETAILS, SHEET 10.
- SOLID WHITE TRIPLE ARROW PAVEMENT MARKER, REFER TO CONSTRUCTION DETAILS, SHEET 10.
- PROPOSED LOWER SCREEN WALL. REFER TO ARCHITECTURAL PLANS FOR DETAILS.
- PROPOSED CANOPY COLUMN LOCATION. REFER TO ARCHITECTURAL PLANS FOR DETAILS.
- TRANSITION FROM FLUSH TO FULL-HEIGHT 6" CURB. REFER TO CONSTRUCTION DETAILS, SHEET 10.
- 12" SOLID RED STOP BAR WITH 48-INCH TALL "STOP" TEXT PAINTED IN RED.
- ALIGN 4" SOLID BLUE CROSS WALK MARKER WITH SLIDING DOOR PANEL AT FRONT OPENING.
- 4-INCH SOLID BLUE PAVEMENT MARKER, TYPICAL MIDLINES SPACE AT 24" O.C.
- 48-INCH TALL "LANE #" PAINTED IN WHITE.
- 4-INCH SOLID WHITE PAVEMENT MARKER FOR PARKING, TYPICAL.
- 4-INCH SOLID WHITE PAVEMENT MARKER, TYPICAL. MIDLINES SPACE AT 24" O.C.
- SOLID WHITE DIRECTIONAL TRAFFIC ARROWS, TYPICAL.
- 1' WIDTH CONCRETE AROUND REMOTE COOLER BUILDING. REFER TO CONSTRUCTION DETAILS, SHEET 11.
- FUTURE ADA COMPLIANT SIDEWALK AND RAMPS TO BE DONE BY NEIGHBORING PROPERTY OWNER.
- PROPOSED CURB TAPER. REFER TO CONSTRUCTION DETAILS, SHEET 10.
- PROPOSED DOUBLE SIDED, SINGLE PANEL DRIVE-THRU CLEARANCE BAR. REFER TO CONSTRUCTION DETAILS, SHEET 13.

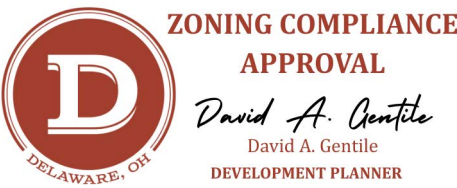
STRIPING PAINT COLORS:

SUBSTITUTION TO COLORS MUST BE APPROVED BY 7 BREW

PMS 000C C: 0% M: 0% Y: 0% K: 0%  R: 255 G: 255 B: 255  HEX: FFFFFF	WHITE	PMS 293 C: 100% M: 63% Y: 0% K: 35%  R: 0 G: 61 B: 165  HEX: 003DA5	BLUE	PMS 202 C: 29.54% M: 95.11% Y: 74.72% K: 29.59%  R: 138 G: 36 B: 50  HEX: 8A2432	RED
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PAINT TYPE:

SHERWIN- WILLIAMS PRO PARK, SETFAST, HOTLINE OR AN APPROVED EQUAL.



David A. Gentile  
DEVELOPMENT PLANNER

APPROVED

By dgentile at 5:03 pm, Nov 20, 2025

COD Engineering Services LDP:

Review  
Construction  
Revised Construction  
Partial  
Full

Date Issued  
Assigned to

PLAN PREPARED FOR:

7 BREW  
David Gray  
600 E Las Colinas Boulevard, Suite 1700  
Irving, TX, 75039  
360-694-7855  
dgray@anchortpointmg.com

CITY OF DELAWARE, DELAWARE COUNTY, OH

FOR

SITE PLAN

7 BREW

PLAN PREPARED BY:

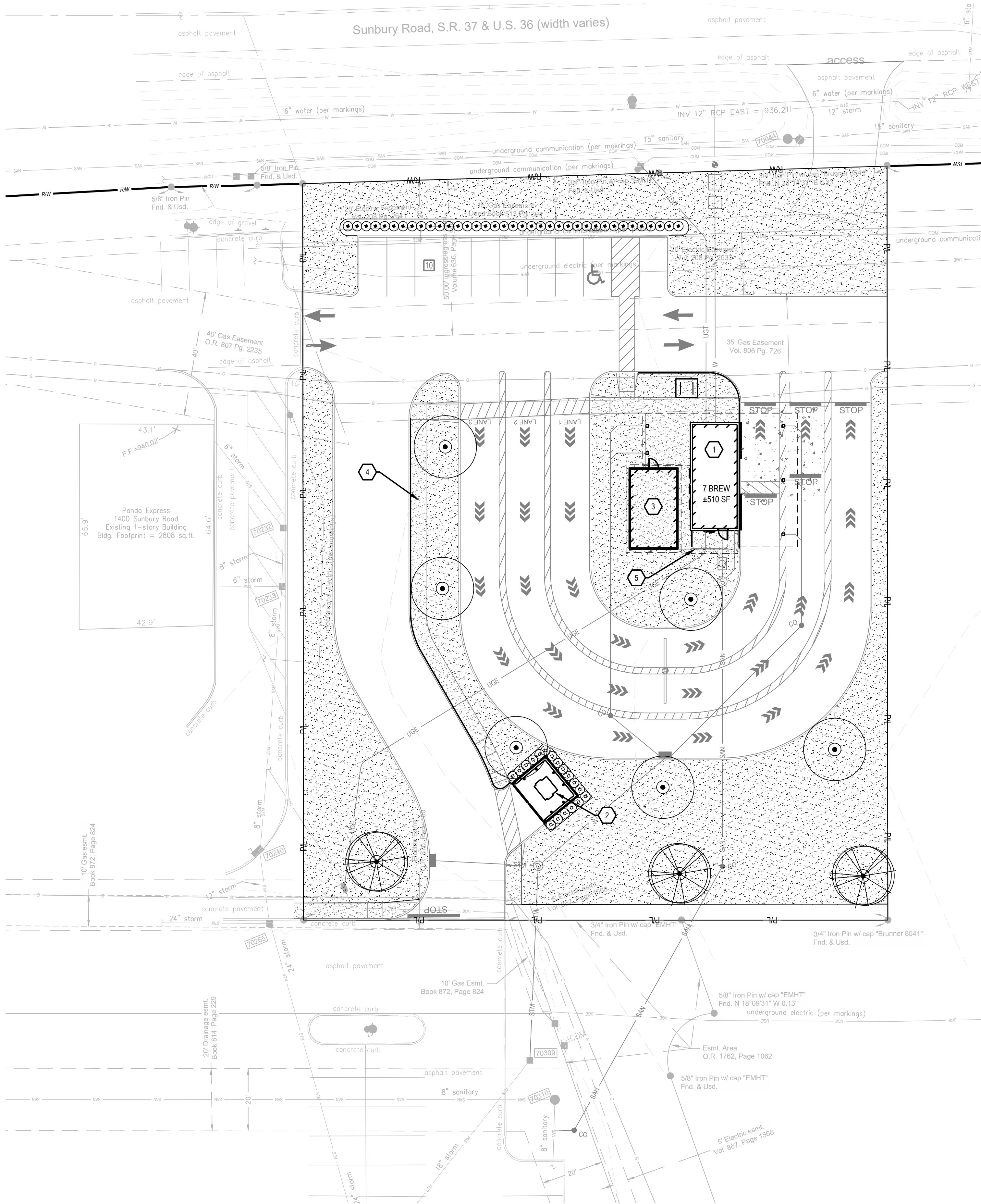
CESO, INC.  
JOSEPH HORTON  
2800 CORPORATE EXCHANGE  
DRIVE, SUITE 400  
614.893.6708  
joseph.horton@cessoinc.com

SCALE:

AS NOTED

SHEET:

4 / 14



PLANT SCHEDULE

SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	MIN HT / SPR	SPACING
TREES					
	6	ACER RUBRUM 'OCTOBER GLORY' OCTOBER GLORY RED MAPLE	2" CAL	12-14' HT	AS SHOWN
	3	QUERCUS RUBRA RED OAK	2" CAL	8-10' HT	
SHRUBS					
	37	ILEX GLABRA INKBERRY HOLLY	--	3' HT	3'-0" OC
	18	TAXUS X MEDIA 'DENSIFORMIS' DENSE ANGLO-JAPANESE YEW	--	2' HT	3'-0" OC
SOD					
	17,301 SF	POA PRATENSIS KENTUCKY BLUEGRASS	--		

LANDSCAPE REQUIREMENTS

FRONT YARD LANDSCAPING ( SUNBURY ROAD)(1 TREE PER 40 LF, 1 SHRUB PER 10 FT)  
SUNBURY ROAD: 187 LF  
REQUIRED: 5 TREES  
PROPOSED: 5 TREES (LOCATED OUTSIDE OF FRONT YARD DUE TO EXISTING UTILITY EASEMENTS)  
REQUIRED: 19 SHRUBS  
PROPOSED: 37 SHRUBS

PARKING LOT LANDSCAPING  
PARKING INTERIOR TREES (1 CANOPY TREE PER 10 SPACES)  
10 AUTO PARKING SPACES  
REQUIRED: NONE REQUIRED (SINCE LESS THAN 40 PARKING SPACES)  
PROPOSED: 1 TREE

STREET TREE REQUIREMENT  
SOUTH ALONG SIDEWALK- 160 LF (1 STREET TREE PER 50 LF) NOT INCLUDING DRIVE

STREET TREES REQUIRED: 3  
STREET TREES PROPOSED: 3

- MULCH
- ALL PLANT BEDS SHALL CONTAIN A 3" LAYER OF DOUBLE HAMMERED HARDWOOD MULCH (FROM A SUSTAINABLE SOURCE)
  - CONTRACTOR TO PLACE A 4' DIAMETER MULCH RING AROUND ALL TREES IN LAWN
  - ALL TREE RINGS TO BE A MINIMUM OF 3' AWAY FROM PLANTING BED EDGE UNLESS SPECIFICALLY DIMENSIONED OTHERWISE



Tree Canopy Management Plan  
Fee Calculation Sheet - Non-Industrial Sites

		[7 Brew- Delaware, OH]		Sub-Request(s)	
Total Site Acreage		1		staff use only	
Acreage in ROW*/Ponds		0			
Adj. Square Footage		43560			
Adj. Canopy %		35%			
Proposed					
Common Name	Width @ Maturity (ft)	Canopy @ Maturity (sq ft)	Quantity	Total Canopy	
October Glory Red Maple	20	314.16	6	1884.96	
Red Oak	65	3318.31	4	13273.23	
Calculated Fee	\$	105.38			

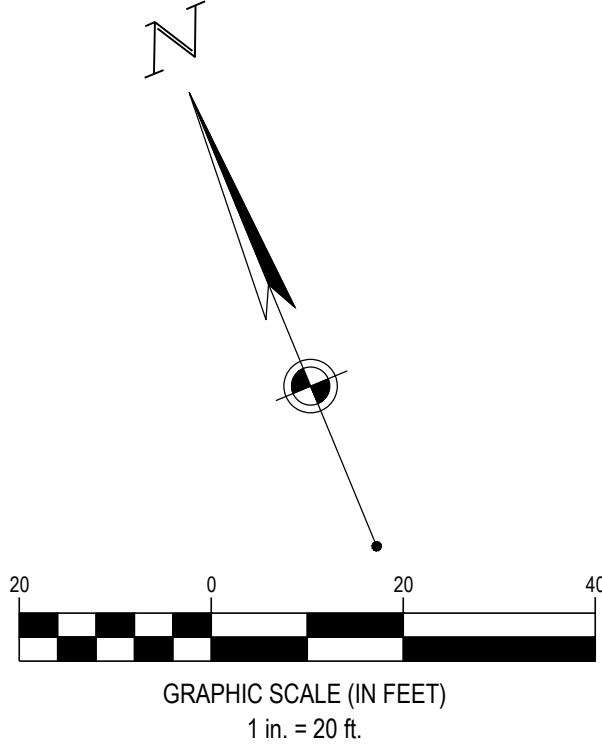
\*only right-of-way for roads on the City of Delaware Thoroughfare Plan

SITE LEGEND

PROPOSED	
	RIGHT-OF-WAY
	PROPERTY LINE
	SETBACK
	EASEMENT
	BUILDING
	CONCRETE CURB
	PAVEMENT/WALK
	PARKING SPACE COUNT
	CATCH BASIN
	CURB INLET
	CLEANOUT
	DOWN SPOUT
	STORM SEWER LINE
	SANITARY SEWER LINE
	DOMESTIC WATER SERVICE LINE
	OVERHEAD ELECTRIC LINE
	UNDERGROUND ELECTRIC LINE
	UNDERGROUND TELEPHONE LINE

CODED NOTES:

- PROPOSED 510 SF BUILDING.
- PROPOSED TRASH ENCLOSURE PER LOCAL REQUIREMENTS
- PROPOSED REMOTE COOLER BUILDING
- PROPOSED CONCRETE SIDEWALK.
- PROPOSED LOWER SCREEN WALL.



COD Engineering Services LDP:

- ☐ Review  
☐ Construction  
☐ Revised Construction  
☐ Partial  
☐ Full

Date Issued \_\_\_\_\_  
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CITY OF DELAWARE, DELAWARE COUNTY, OH

LANDSCAPE

PLAN

7 BREW

1424 SUNBURY RD  
DELAWARE, OH 43015

PLAN PREPARED BY:

CESO, INC.  
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DRIVE, SUITE 400  
614.893.6708  
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SCALE:

AS NOTED

SHEET:

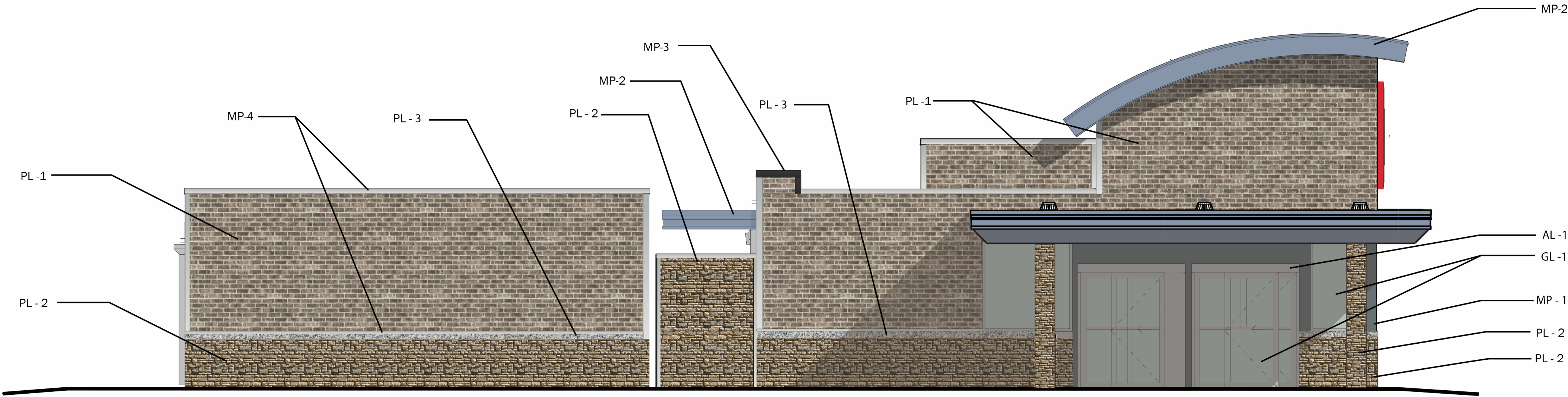
14/ 14



FRONT - NORTHEAST ELEVATION

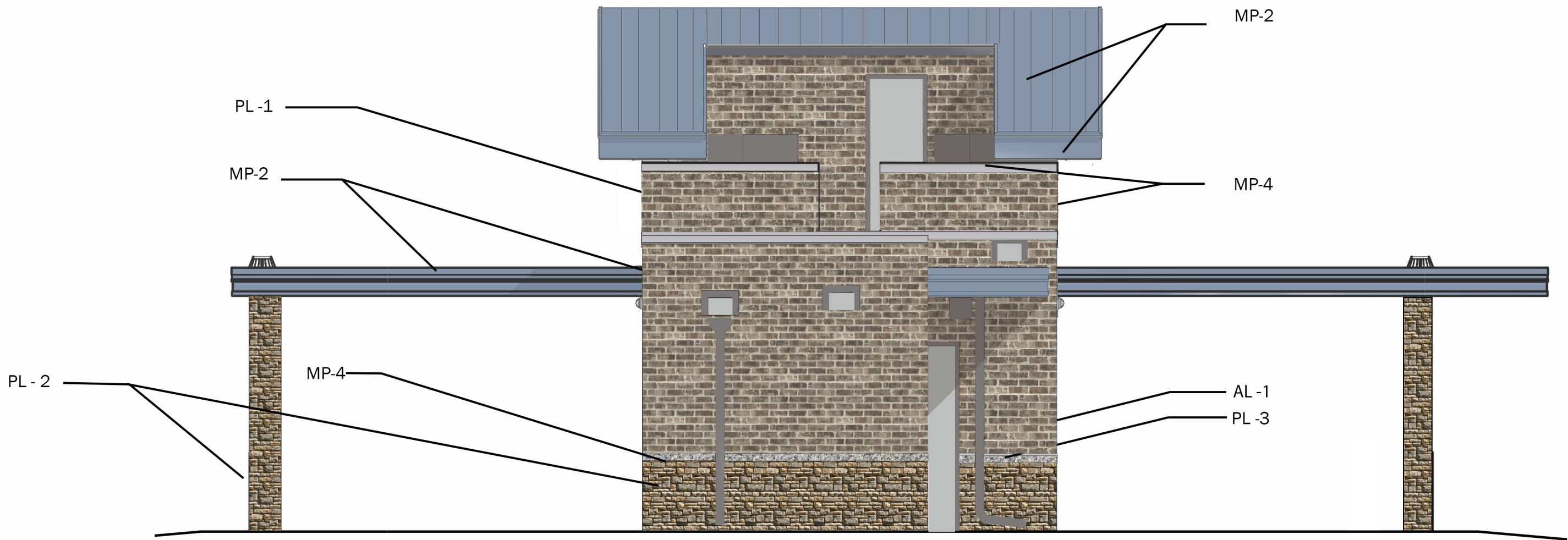
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EXTERIOR MATERIAL KEY						
SYMBOL	DESCRIPTION	MANUFACTURER	MODEL	COLOR	REMARKS	HATCH
PL-1	FIBER CEMENT PANEL	NICHIHA	VINTAGE BRICK	WHITEWASH	EXTERIOR FINISH	
PL-2	BLUE VEIN THIN VENEER	CREECH'S OHIO VALLEY STONE	NORTH SHORE BLUE VEIN		EXTERIOR FINISH	
PL- 3	GRAY STONE SLAB	BORAL	TUSCAN LINTEL GRAY	LIGHT BUFF		
MP-1	BRAKE METAL	PROVIDED BY BUILDING MANUFACTUER	-	CLEAR ANODIZED		
MP-2	BRAKE METAL	PROVIDED BY BUILDING MANUFACTURER	-	PACIFIC BLUE	METAL ROOF AND COPING	
MP-3	BRAKE METAL	PROVIDED BY BUILDING MANUFACTURER	-	MATTE BLACK	METAL SOFFIT	
MP-4	BRAKE METAL	PROVIDED BY BUILDING MANUFACTURER	-	CITYSCAPE	METAL COPING ON SIDE WALLS	
GL -1	1" INSULATED TEMPERED LOW-E GLASS	-	-	CLEAR	WINDOWS AND DOORS	
AL- 1	ALUMINUM	-	-		WINDOWS AND DOOR FRAMES	



DRIVE THRU - SOUTHEAST ELEVATION

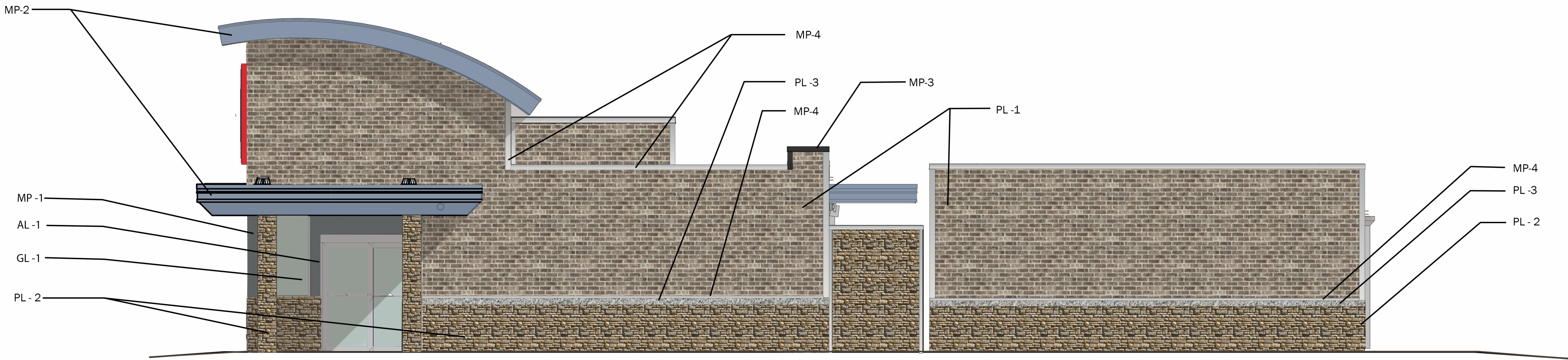
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BACK - SOUTHWEST ELEVATION



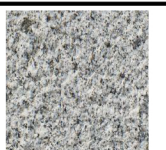

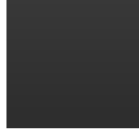
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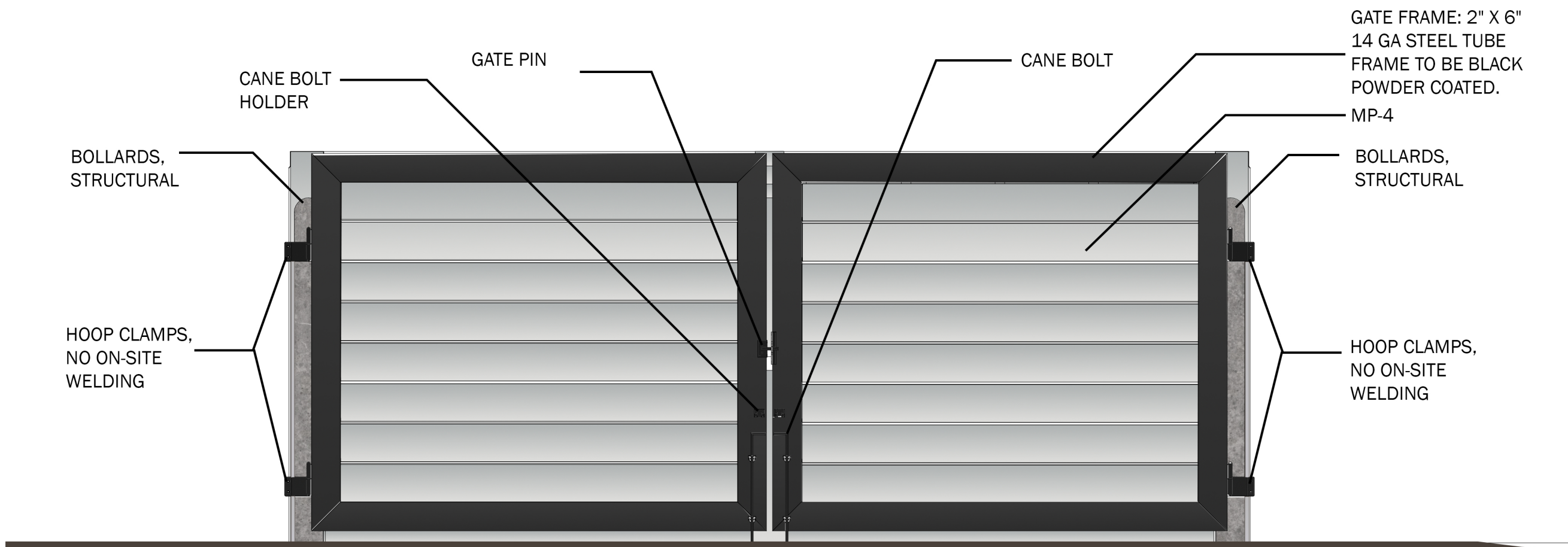
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SIDE - NORTHWEST ELEVATION

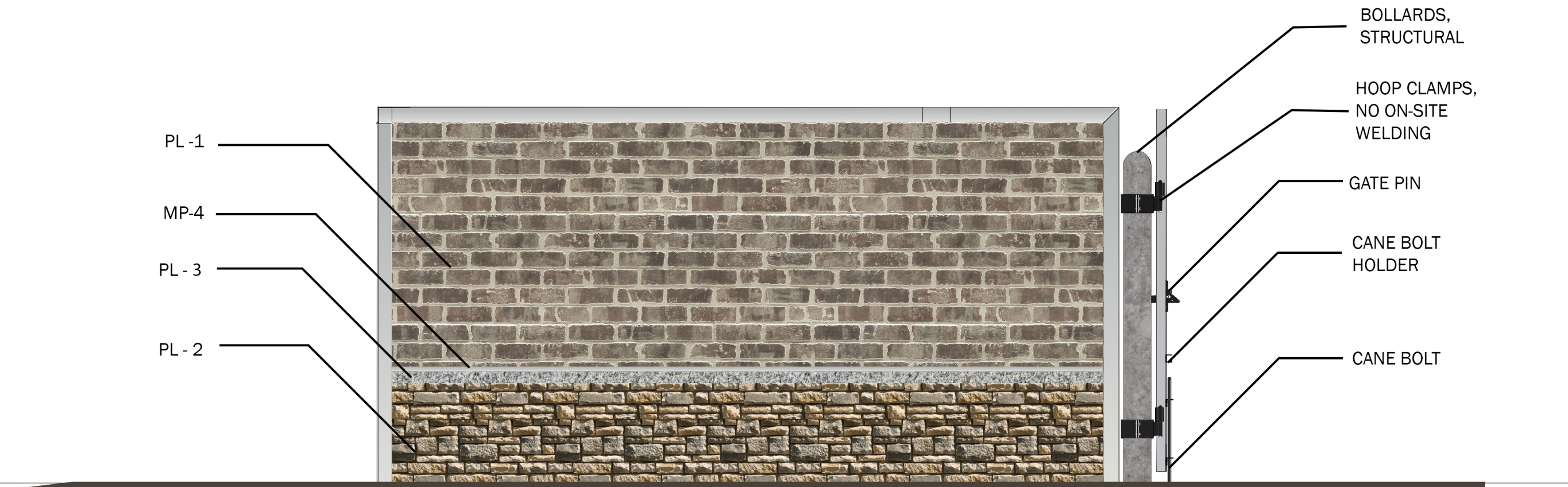
SCALE: 1/4" =1"

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PL- 3	GRAY STONE SLAB	BORAL	TUSCAN LINTEL GRAY	LIGHT BUFF		
MP-4	BRAKE METAL	PROVIDED BY BUILDING MANUFACTURER	-	CITYSCAPE	METAL COPING ON SIDE WALLS	
MP-5	GATE FRAME: 2" X 6" 14 GA STEEL TUBE FRAME	-	-	BLACK POWDER COATED.		



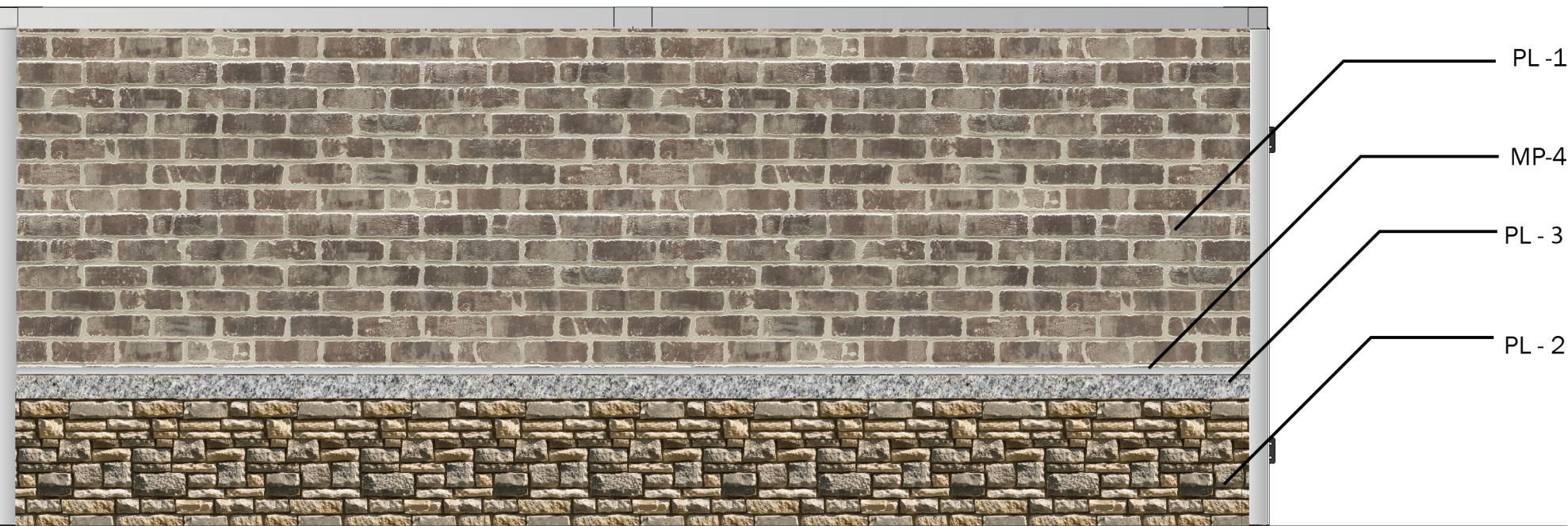
FRONT - NORTHEAST ELEVATION

SCALE: 1/2" =1"



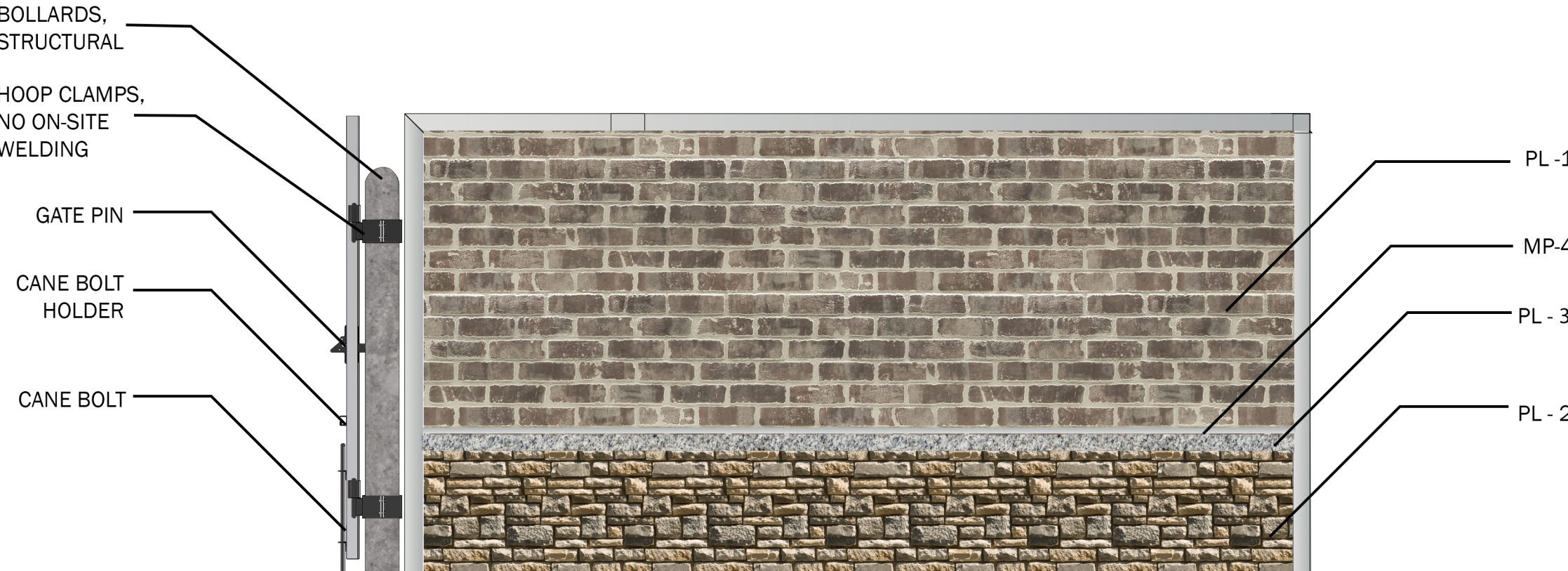
DRIVE THRU - SOUTHEAST ELEVATION

SCALE: 1/2" =1"



BACK - SOUTHWEST ELEVATION

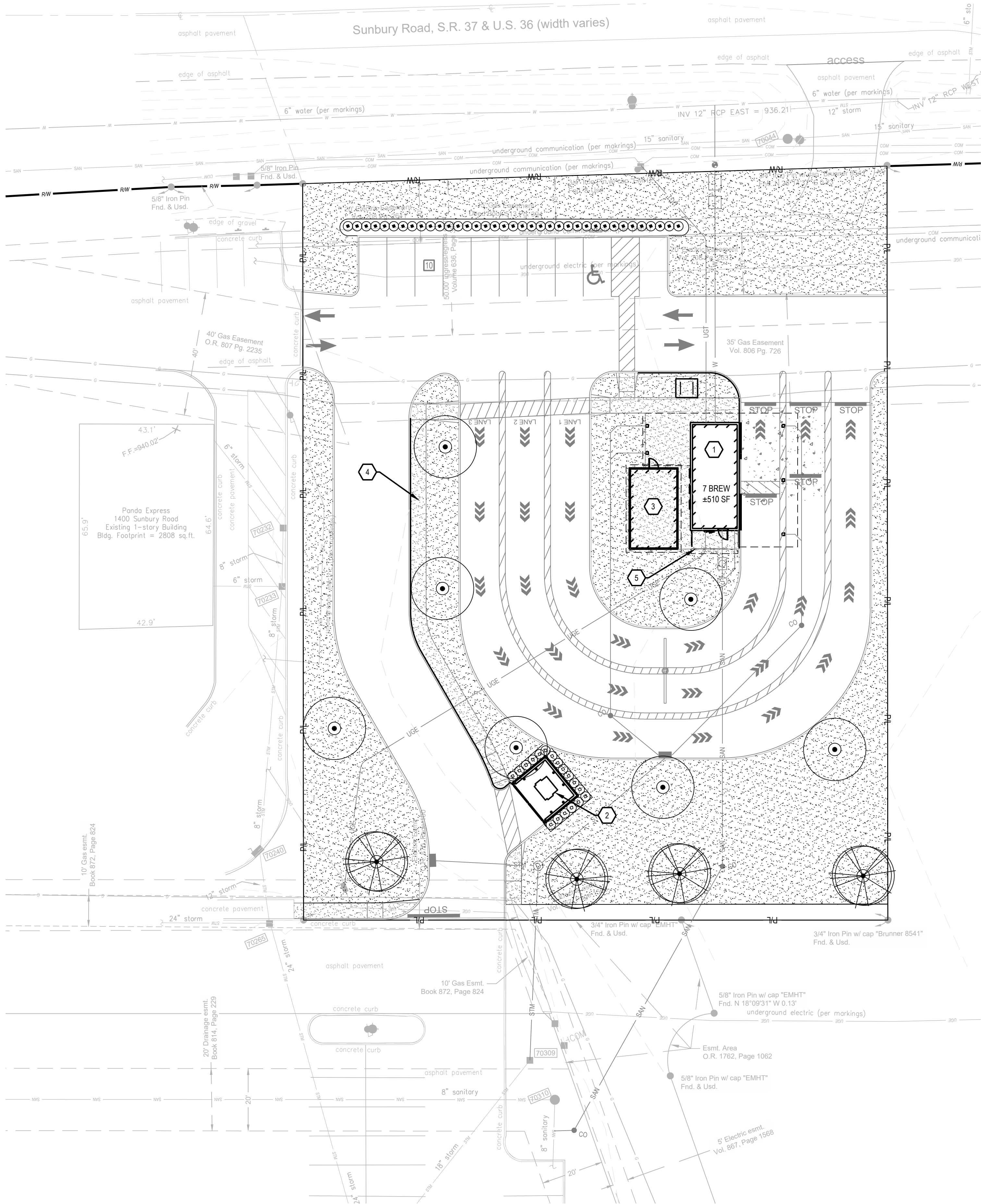
SCALE: 1/2" =1"



DRIVE THRU - SOUTHEAST ELEVATION

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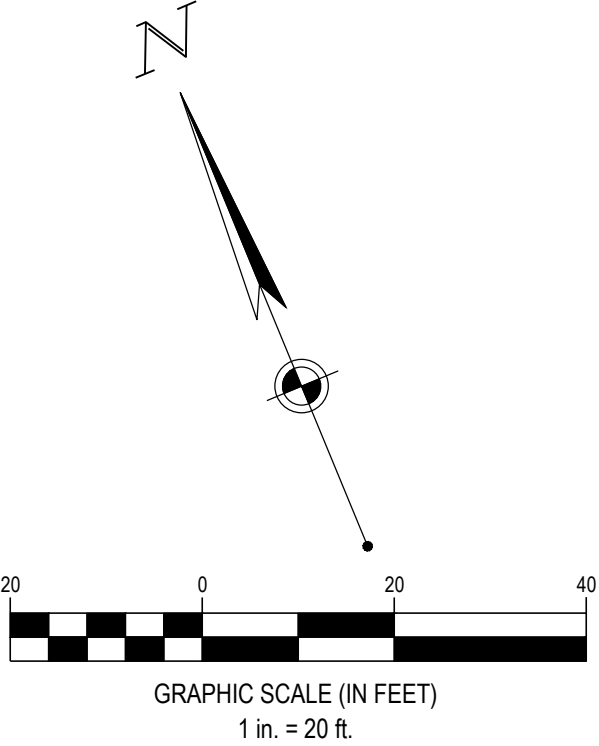
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- PROPOSED LOWER SCREEN WALL.



Tree Canopy Management Plan  
Fee Calculation Sheet - Non-Industrial Sites

		[7 Brew- Delaware, OH]		Case Number(s)	
Total Site Acreage					
1					
Acreage in ROW*/Ponds					
0	Adj. Square Footage	43560	Adj. Canopy %		
			36%		
staff use only					
Proposed					
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600 E Las Colinas Boulevard, Suite 1700  
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CITY OF DELAWARE, DELAWARE COUNTY, OH

LANDSCAPE

PLAN

7 BREW

1424 SUNBURY RD  
DELAWARE, OH 43015

PLAN PREPARED BY:

CESO, INC.  
JOSEPH HORTON  
2800 CORPORATE EXCHANGE  
DRIVE, SUITE 400  
614.893.6708  
joseph.horton@cessoinc.com

SCALE:

AS NOTED

SHEET:

14/ 14

It is the intent of Motley 7 Brew, LLC to develop 1424 Sunbury Rd. Delaware, OH 43015, hereby referred to as '7 Brew' as a drive-through coffee restaurant. The 1.029-acre property is currently zoned as C-CC within Planned Mixed Use Overlay District. Currently, the property is an undeveloped field with asphalt pavement near the northeast portion of the property. The site will connect to the larger Glennwood Commons Development.

Entity: Motley 7 Brew, LLC

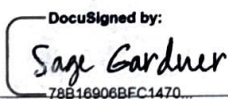
By: 

Printed Name: Drew Ponton

Title: Director of Real Estate

Acknowledged and agree to this 21st day of October, 2025.

Entity: Delaware Glenwood Holdings, LLC

By: 

Printed Name: Sage Gardner

Title: Director of Real Estate

Acknowledged and agree to this 21st day of October, 2025.

## PLANNING COMMISSION STAFF REPORT

**CASE ID:** MX-PUD 25-8 MOD 10-25 (minor)  
OWU Milligan Library

**APPLICANT:** Ohio Wesleyan University  
61 S. Sandusky Street  
Delaware, Ohio 43015



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### REQUEST

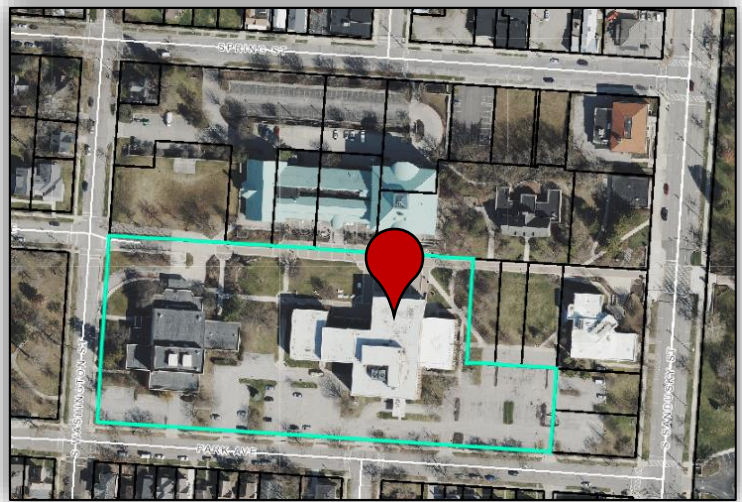
A request by Ohio Wesleyan University for approval of a minor modification to the Development Plan for renovations and additions to the Ohio Wesleyan Library located at 43 Rowland Avenue within MX-PUD 25-8.

### BACKGROUND/ LOCATION

Ohio Wesleyan University's Library is located within the central campus academic area. This library was constructed in 1965 per the Delaware County Auditor and has been closed since 2023 due to major repairs required. It is located on the south side of the JAYwalk (former Rowland Avenue right-of-way) directly south of the Hamilton Williams Campus Center and east of Chappellear Drama Center.

### EXISTING CONDITIONS/ CURRENT ZONING

The subject site is located within the recently-approved MX-PUD 25-8 (Ordinance 25-46), which established a Planned Unit Development over approximately 109-acres of the Ohio Wesleyan Campus to better accommodate the complexities of land use needs for higher education. All properties to the west, north, and east of this site are located within the PUD. Properties to the south across Park Avenue are zoned R-NX (Residential Neighborhood Mixed).

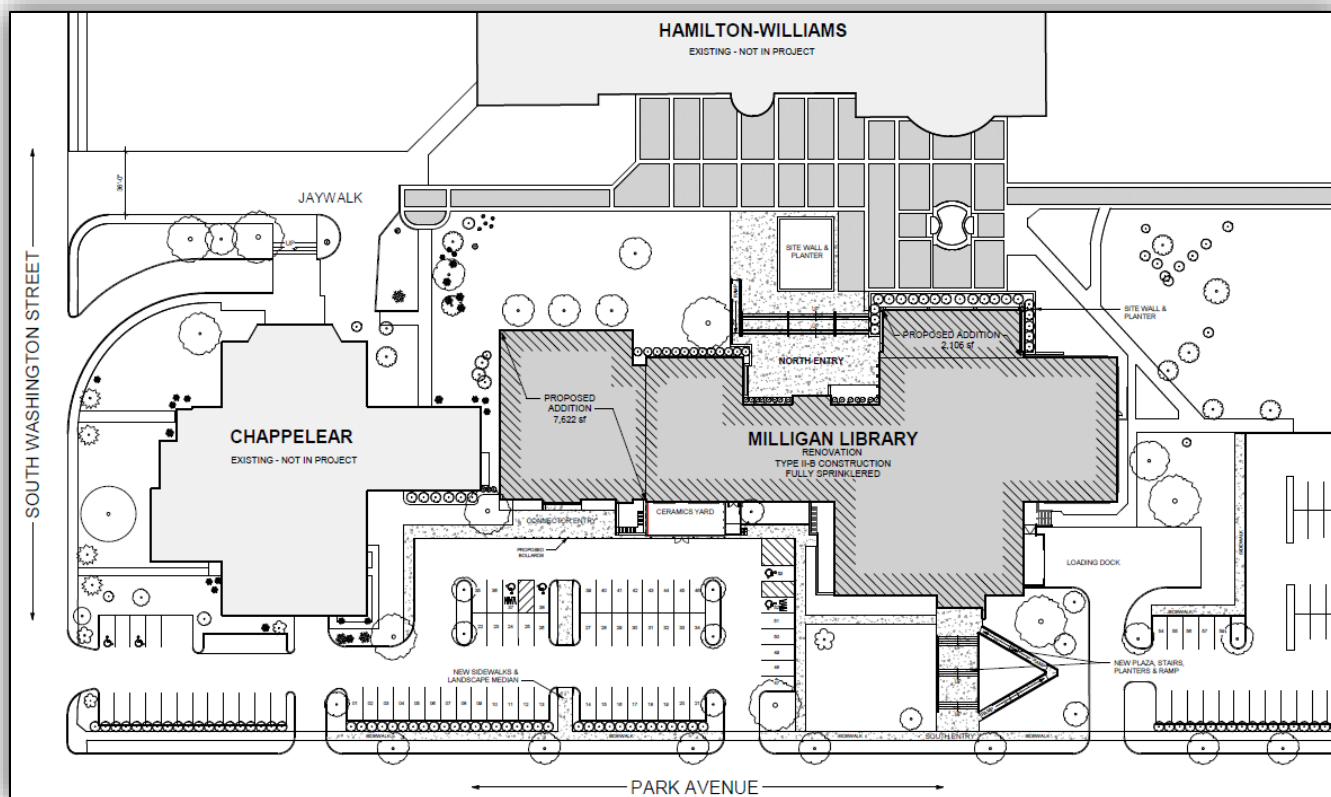


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### STAFF ANALYSIS

#### Zoning

The existing Beeghly Library (now known as Milligan Library) requires extensive remediation and renovation to make the space suitable for use again. Rather than simply renovating the existing structure, OWU has elected to perform the remediation and renovation, but also make additions to the building to better accommodate 21<sup>st</sup> Century university needs. Per the approved zoning for the site, new buildings or additions between 10,000 and 40,000 square feet are considered minor modifications to the existing conditions, which were approved as the development plan. The proposed additions total 9,728 square feet. The modifications and additions to the existing parking lot and site bring the project over the 10,000 square foot threshold, requiring Planning Commission approval.



## Site Layout

### *Roads and Parking*

The applicant is proposing to reconfigure the existing parking lots on the south side of the library to improve connectivity and traffic flow. This includes reducing the number of curb cuts from seven to three on Park Avenue and bridging the gaps between existing disconnected parking areas. The applicant is also proposing to restripe the existing lots to create better flow across the site.

### *Pedestrian Connectivity*

In addition to the parking and traffic improvements proposed, the applicant is proposing to improve pedestrian connectivity, in particular on the south side of the site. This includes removing some vehicular access areas to promote pedestrian connection from Park Avenue. Historically, this site has been physically separated from the area outside of the University because of the orientation of the parking lot, which has created both a physical and psychological barrier to the non-student population.

### *Landscaping and Screening*

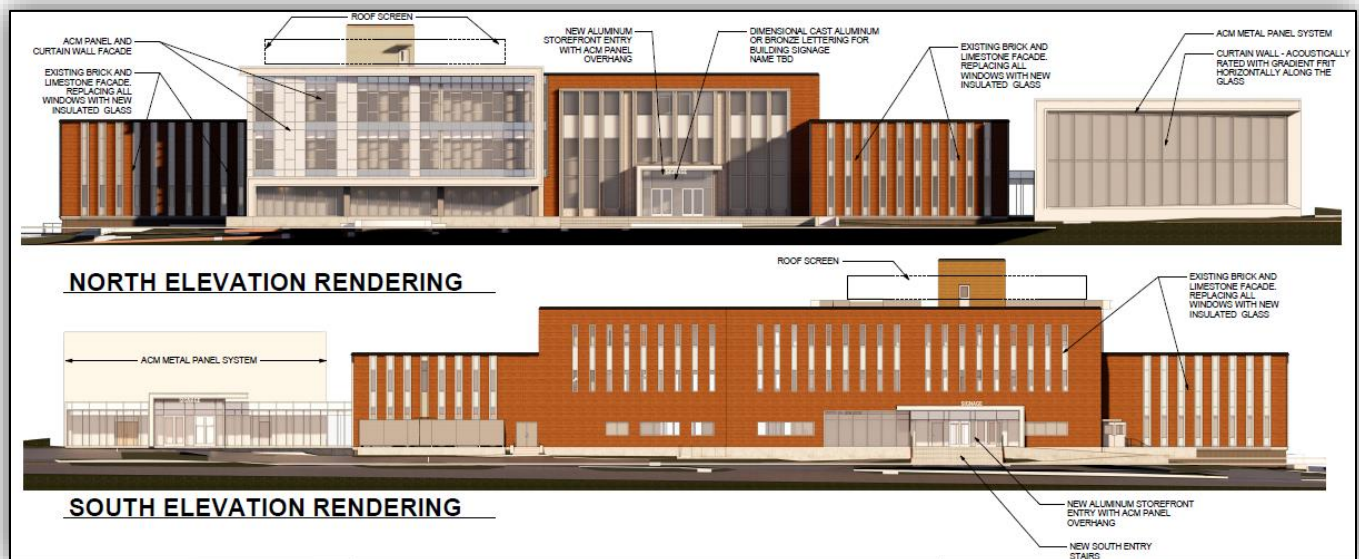
Due to the scope of the site improvements, the applicant will be required to bring the site into compliance with code with respect to landscaping and screening. The applicant is proposing to install parking lot landscaping, including lot island trees and screening shrubs and foundation plantings around the building as shown on their landscaping plan. All mechanical equipment will be screened as required by code.

### *Lighting*

The applicant's lighting plan has been reviewed and approved by the Chief Building Official.

## Building Design

The applicant has designed the proposed additions to complement the existing structure with large areas of glass and metal panels that will be architecturally cohesive with the existing brick structure. The applicant will also be reconfiguring the south side of the building to better facilitate pedestrian access and connectedness with the adjacent neighborhood. The existing building would remain its existing height (approximately 54 feet), and the new additions would be approximately 30 feet.



## RECOMMENDATION

Staff recommends approval of the request with the conditions of approval outlined below:

1. All conditions of PUD 25-8 remain in full force and effect.
2. All comments and concerns of the City Engineer, including any stormwater and utility requirements, must be addressed through the Engineering and Utilities Departments prior to the release of any permits for this development.
3. The site plan dated 10/22/2025 shall be the approved site plan for this development plan modification.
4. The landscape plan dated 10/24/2025 shall be the approved landscape plan for this development plan modification.
  - a. All screening shrubs shall be at least three feet tall at planting.
5. The lighting plan dated 10/22/2025 shall be the approved lighting plan for this development plan modification.
6. The elevations dated 10/22/2025 shall be the approved elevations for this development plan modification.
7. All roof- and ground-mounted mechanical equipment shall be screened from ordinary public view.
8. All dumpsters shall be fully enclosed per the requirements of the zoning code.

9. All signage shall require separate permits and shall comply with the approved Comprehensive Sign Plan.

October 22, 2025

Ms. Anna Kelsey  
City of Delaware  
Planning and Community Development Department  
1 South Sandusky Street  
Delaware, Ohio 43051

RE: Letter of Intent – Milligan Library renovation and Addition  
43 Rowland Avenue, Delaware, Ohio 43015  
Parcel # 51943307010000

Dear Ms. Kelsey,

This Letter of Intent is submitted to establish the University's intentions regarding the redevelopment of the property located at 43 Rowland Avenue, Delaware, Ohio 43015, commonly known as the Milligan Library (formerly Beeghly Library).

**Project Overview**

The proposed project, known as the Milligan Library Renovation and Addition, involves the complete renovation of the existing three-story Beeghly Library and the construction of an approximately 9,314 square foot addition, resulting in a total building area of approximately 101,767 square feet. The addition and renovation will accommodate the Library Department, Fine Arts Department, and Music Department. A key feature of the addition will include a new Instrumental Rehearsal Space situated between Chappellear Hall and Milligan Library.

The project's north façade will receive a modernized architectural treatment designed to complement the existing campus aesthetic, while the south side will be enhanced to create a more pedestrian-friendly environment, including improvements to parking lot circulation and consolidated curb cuts along Park Avenue.

### **Existing and Proposed Use**

The property is currently zoned MX-PUD (Mixed Use Planned Unit Development) and classified under the Business Use category. Both the zoning and use will remain unchanged as part of this development application. The project represents a continuation and modernization of existing academic and institutional uses within the Ohio Wesleyan University campus.

### **Ownership and Unified Control**

The property is owned by the Trustees of Ohio Wesleyan University, who maintain full and unified control of the entire parcel and all areas impacted by the proposed development.

The design and development team for this project includes:

- Architect / Applicant: Levin Porter Architects
- Contractor: Elford, Inc.

These firms have been engaged by the Trustees to assist in the design, planning, and execution of the project.

### **Intent**

The purpose of this Letter of Intent is to formally express the University's intention to renovate and expand the Milligan Library in a manner consistent with existing zoning and land use designations, and to collaborate with the City of Delaware in advancing the review and approval of this planned development.

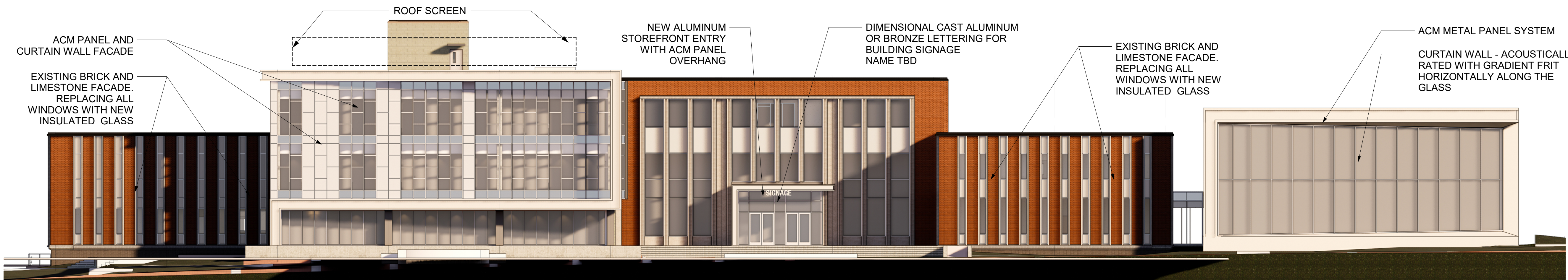
I appreciate the City's review and consideration of this project and look forward to working collaboratively throughout the development process.

Sincerely,

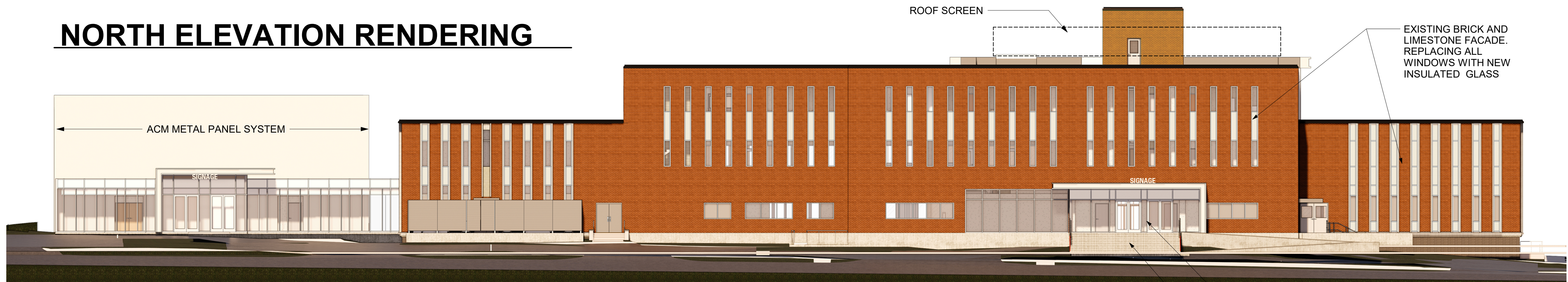
  
Stephen M. Lippiello

VP Finance Administration and Treasurer





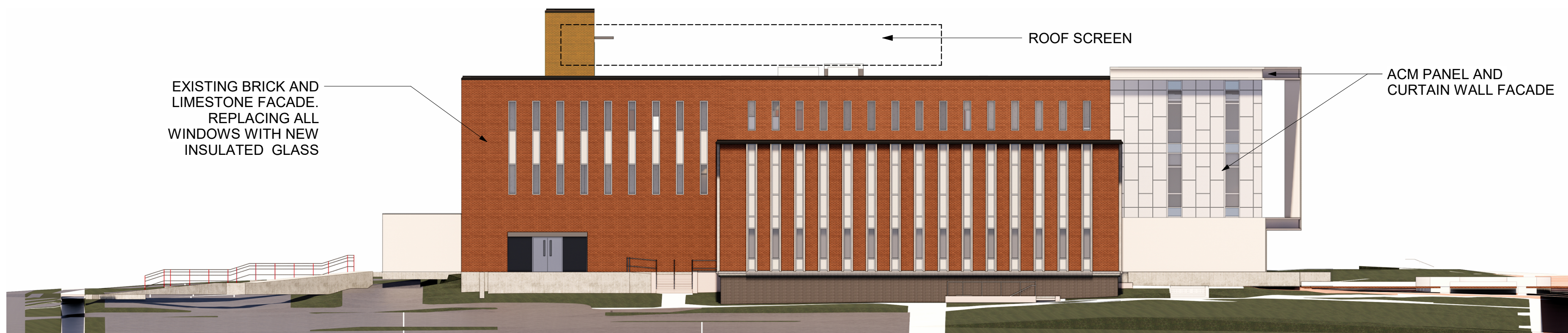
**NORTH ELEVATION RENDERING**



**SOUTH ELEVATION RENDERING**



**WEST ELEVATION RENDERING**



**EAST ELEVATION RENDERING**

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DEVELOPMENT  
PLAN SUBMITTAL  
10.22.2025

CONSULTANTS  
**PERKINS + EASTMAN** | **pfeiffer**

**OHIO WESLEYAN  
UNIVERSITY**  
**MILLIGAN LIBRARY**  
43 Rowland Avenue, Delaware, OH 43015

PROJECT NO.:  
**243501.00**  
CHECKED BY:  
**Checker**  
DRAWN BY:  
**Author**  
DATE:  
10.22.2025

ARCHITECT  
**LEVIN PORTER  
ARCHITECTS**  
LEVIN PORTER ARCHITECTS  
10000 W. 12TH AVE., SUITE 100  
DENVER, CO 80202  
P: 303.733.3931  
F: 303.733.3931  
www.levinporter.com  
CONSTRUCTION MANAGER  
**ELFORD**

EXTERIOR  
RENDERINGS  
**A800.2**

## PLANNING COMMISSION STAFF REPORT

**CASE ID:** PC 25-17 Coughlin's Crossing Sign Plan  
Minor Modification

**APPLICANT:** Archall Architects  
49 E. Third Avenue  
Columbus, OH 43201



### REQUEST

A request by Archall Architects for approval of a Minor Modification to the approved Master Sign Plan for the Coughlin's Crossing Planned Mixed-Use Overlay.

### BACKGROUND/CASE HISTORY

Coughlin's Crossing has received several approvals since 2016 including:

- 2016: Zoning Map Amendment (Planned Mixed-Use Overlay), Conditional Use Approval, Comprehensive Plan amendment, Preliminary Development Plan, Preliminary Subdivision Plat.
- 2017: Final Development Plan, Subdivision Plat, and Street Vacation for Phase 1 (Infrastructure).
- 2018: Final Development Plan for Blue Sky Car Wash
- 2019: Amendment to Planned Mixed-Use Overlay.
- 2020: Final Development Plan approvals for Sheetz, Stratford Road Apartments, and Sub-Area 6
- 2023: Re-plat and Final Development Plan for Bojangles.
- 2025: Development Plan approval for Longhorn Steakhouse.

As part of the zoning approval process, staff approved a Comprehensive Sign Plan in accordance with the procedures in the then-current Zoning Code and Development Text. Now, the applicant is requesting to amend the sign plan. Because of the change in the City's Zoning Code, this application is now considered to be a Minor Modification to the approved Development Plan for the site, requiring Planning Commission approval.

### STAFF ANALYSIS

#### Proposed Plan:

The proposed revised sign plan would increase the number of ground signs permitted in this planned district from six to nine. All of the proposed additional signs (labelled S3, right) would be multi-tenant secondary signs to assist with wayfinding. These would be consistent in design, scale, and composition to the existing signage on-site. This updated plan accommodates the adjustments which have been made to this development over the years as the market has changed.



The proposed changes align with both the approved Development Text and the requirements of Section 1125.11: Master Sign Plans. The proposed amended sign plan is outlined in "Exhibit A".

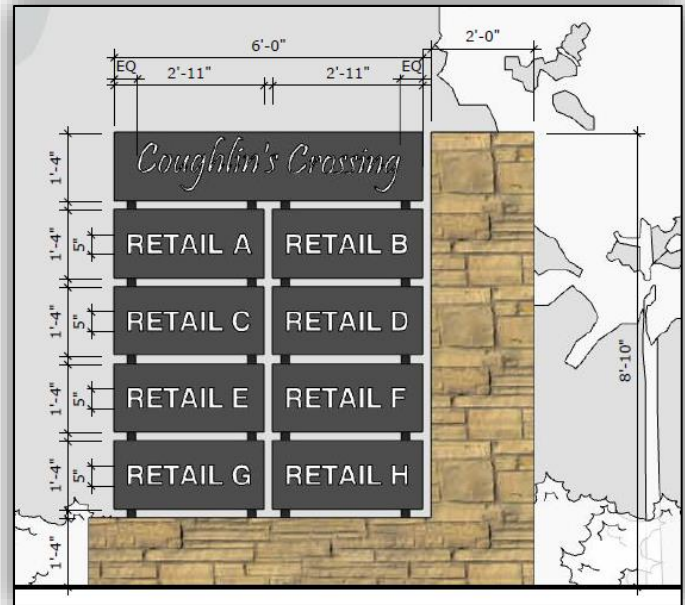
A separate document dated January 4, 2023 ("Exhibit B") relating to the wall signage permitted on buildings within the development is still in effect and would remain unchanged.

---

## RECOMMENDATION

Staff recommends approval of this request with the conditions outlined below:

1. All previous conditions of approval relating to this development shall remain in full force and effect unless modified herein.
2. "Exhibit A" dated 11/07/25 and "Exhibit B" dated 01/04/23 combined shall constitute the Comprehensive Sign Plan for Coughlin's Crossing.
3. A Certificate of Building and Zoning Compliance shall be required prior to the installation of any signage.



# COUGHLIN'S CROSSING

DELAWARE, OHIO

## COMPREHENSIVE SIGN PLAN

November 7, 2025

INDEX TO PLAN AND DRAWINGS:

- SHEET 01: TITLE SHEET
- SHEET 02: PROPOSED SIGNAGE TEXT
- SHEET 03: PROPOSED SIGNAGE TEXT
- SHEET 04: SITE SIGN LOCATION PLAN
- SHEET 05: PRIMARY DEVELOPMENT SIGN
- SHEET 06: SECONDARY DEVELOPMENT SIGN 01
- SHEET 07: SECONDARY DEVELOPMENT SIGN 02
- SHEET 08: SECONDARY DEVELOPMENT SIGN 03
- SHEET 09: TERTIARY DEVELOPMENT SIGN
- SHEET 10: DIRECTIONAL/WAYFINDING SIGN
- SHEET 11: WALL SIGN TYPES
- SHEET 12: PROJECTING SIGN TYPES
- SHEET 13: CANOPY SIGN TYPES
- SHEET 14: SIGN LIGHTING TYPES

# COUGHLIN'S CROSSING

DELAWARE, OHIO

## COMPREHENSIVE SIGN TEXT

- a) Entry Features and Signs. A comprehensive sign plan shall be provided and approved in conformance with Section 1165.16(c), this text, and the Final Development Plan. A Comprehensive Sign Plan shall be submitted for review and approval with this text or prior to or concurrent with the First Final Development Plan. All signs in the Sub-Area shall be in conformance with the approved comprehensive sign plan. The comprehensive sign plan shall meet the following requirements. Unless noted below, all signs shall meet the current Zoning Code.
- i) All Signs. All signs shall be designed and located in a manner that is appropriate and consistent with the overall design of the Sub-Area and the Gateways and Corridors Plan. Unless noted otherwise, externally illuminated and reverse channel letter signs are preferred. For the purposes of this text, a reverse channel letter sign is generally a type of sign that utilizes an opaque aluminum letter which is stud mounted away from the wall or mounting surface. Rear illumination creates a soft glow or halo behind the letter. Changeable copy and changeable face signs are prohibited except for gas pricing signs as approved with the Final Development Plan. Businesses located within a business shall not be permitted any free-standing signs and shall be limited to one non-illuminated wall sign not exceeding 2 square feet in area located in a sign band. No building shall have more than 2 such signs. Signs shall not be allowed to fall into disrepair as determined by the city. If signs are found to be in disrepair the City order them removed, modified, or improved and the then owner of the property is required to comply with any such order within 30 days.

# COUGHLIN'S CROSSING

CITY OF DELAWARE, OHIO

## COMPREHENSIVE SIGN TEXT

- ii) Freestanding Signs. Except for development identification and directional signs, freestanding signs are prohibited. Development identification signs shall be of the highest quality and design and serve as part of overall entry features to the Development. Development identification signs may only be provided at areas depicted on the comprehensive sign plan. No more than 2 primary Development identification Signs shall be allowed, 4 (Four) secondary monument ground signs, Signs shall be allowed. 2 (two) tertiary monument ground signs are to be allowed along Stratford Rd at site entrances in conformance with the Gateway and Corridor Plan.
- iii) Wall Signs. As a result of the limitations placed on free-standing signs, flexibility shall be allowed for wall sign area. Wall signs shall be integrated into the overall design of the building to which the sign is attached in an area established as part of the building design approval for the purpose of mounting a wall sign (a sign band area). Only one wall sign is permitted per primary tenant per frontage of a public or private street except that there shall be no more than 2 such signs per primary tenant per building. In addition, one ancillary or directional sign no larger than 2 sq. ft. in area may be granted administratively. Except along US 23 and Meeker Way, no primary signs shall be permitted facing a residential district or use. Reverse channel letters signs, as previously defined, and gooseneck down lighting are preferred. Internally illuminated channel lettering shall be permitted on wall signs facing US 23 and Penny Lane

iv) Other Signs. A temporary marketing/for sale or lease sign plan shall be provided as part of the comprehensive sign plan for the development. All other signs shall meet the current Zoning Code. Temporary grand opening signage is allowed for up to 30 days (initial opening of the business) and shall not include streamers, balloons, spinners, other air activated devices, billboards, search lights, flag (or blade flag) signs, flutter flag, or other temporary or permanent signs or attraction devices shall be permitted.

iv) Prohibited Signs. Streamers, balloons (inflatable or hard plastic), spinners, any air-activated devices, billboards, search lights, flag (or blade flag) other devices prohibited within the Zoning Code of the City of Delaware, cardboard signs, sandwich board type signs, or other attraction devices shall be prohibited.

vi) Existing Billboards: All existing billboards are to be removed with development of the site.

SIGNAGE LEGEND

P

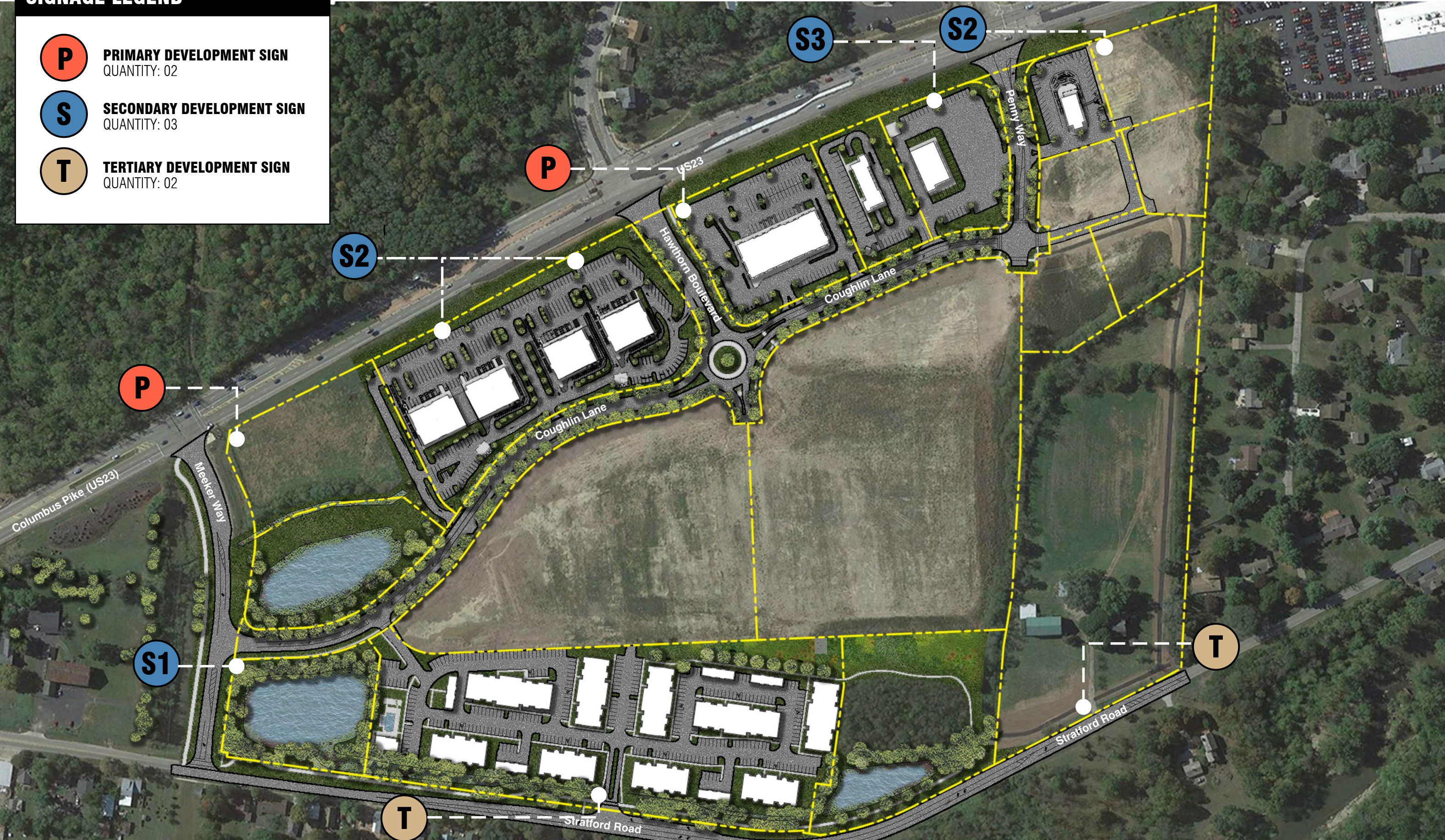
PRIMARY DEVELOPMENT SIGN  
QUANTITY: 02

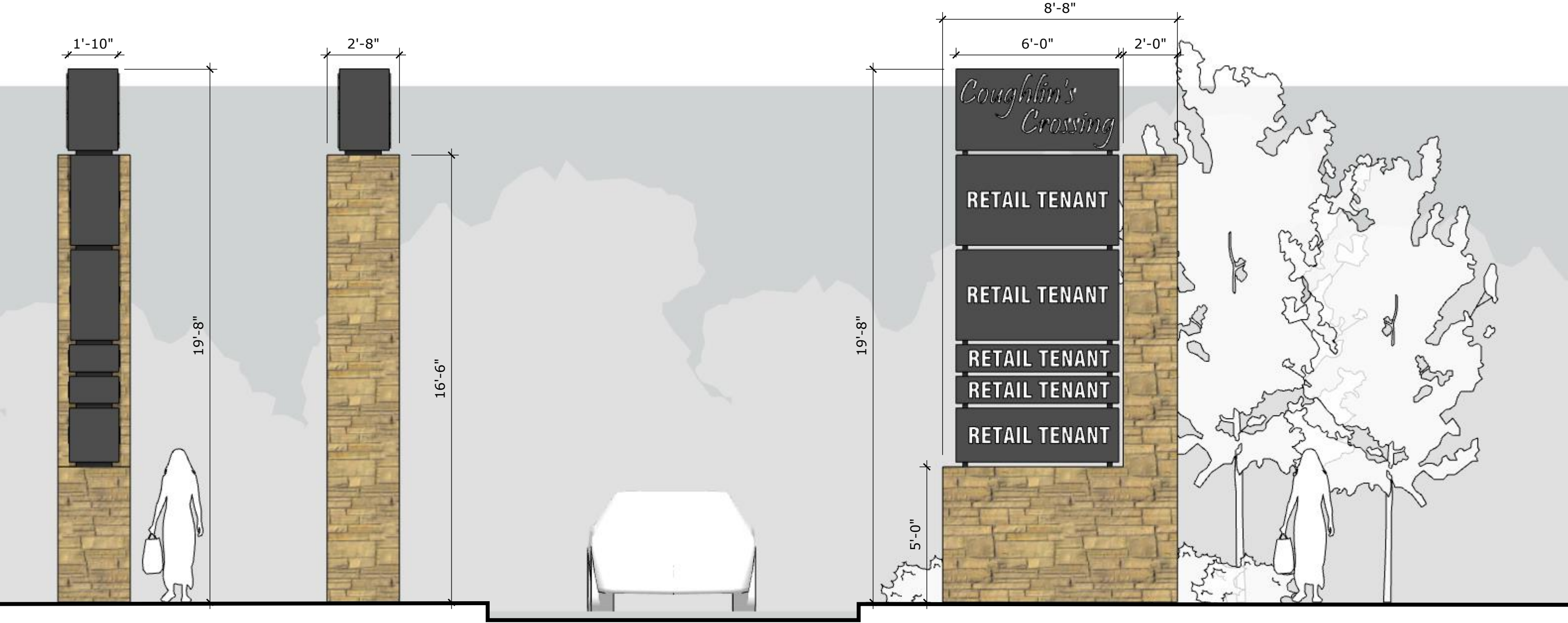
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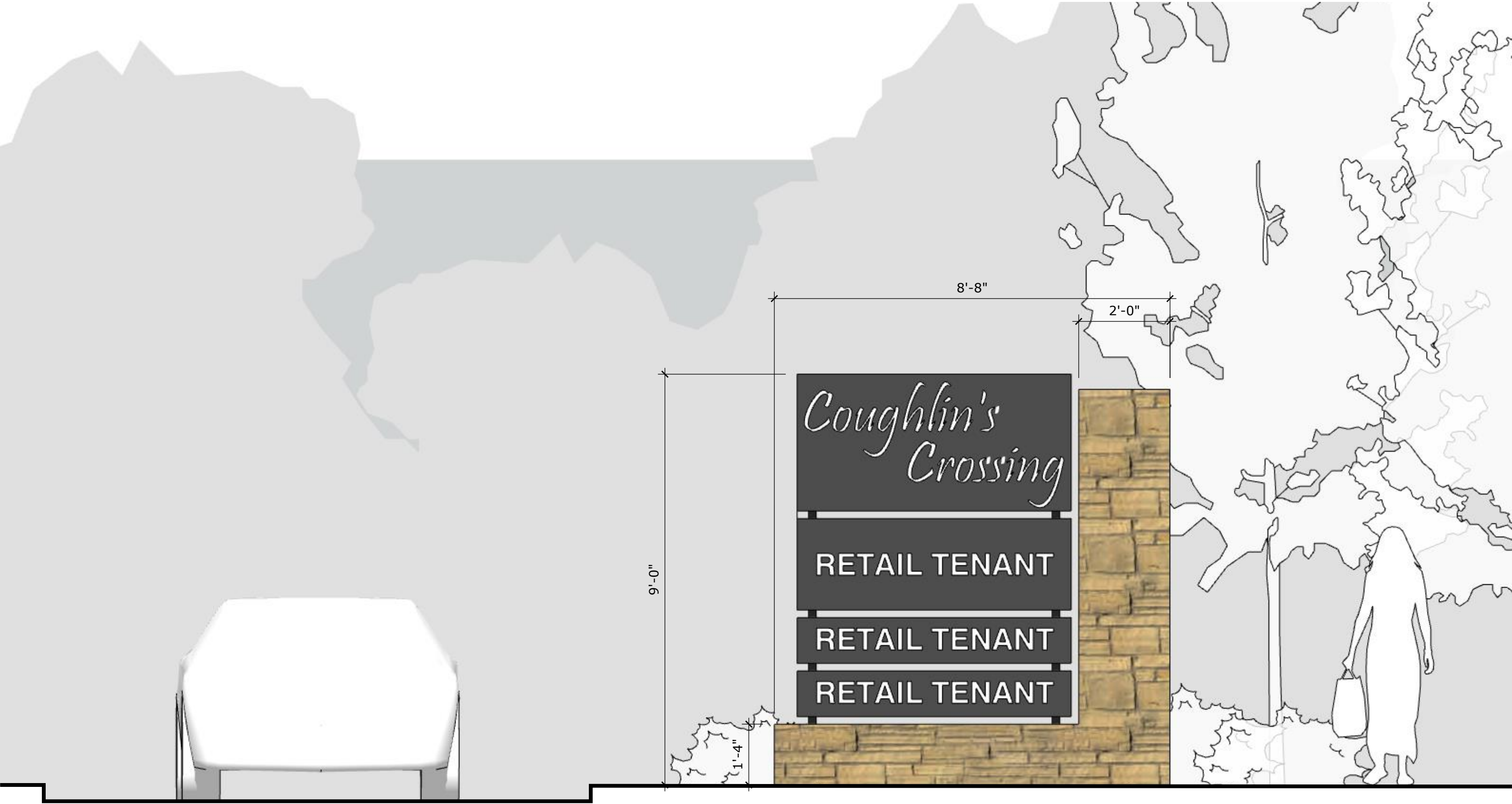
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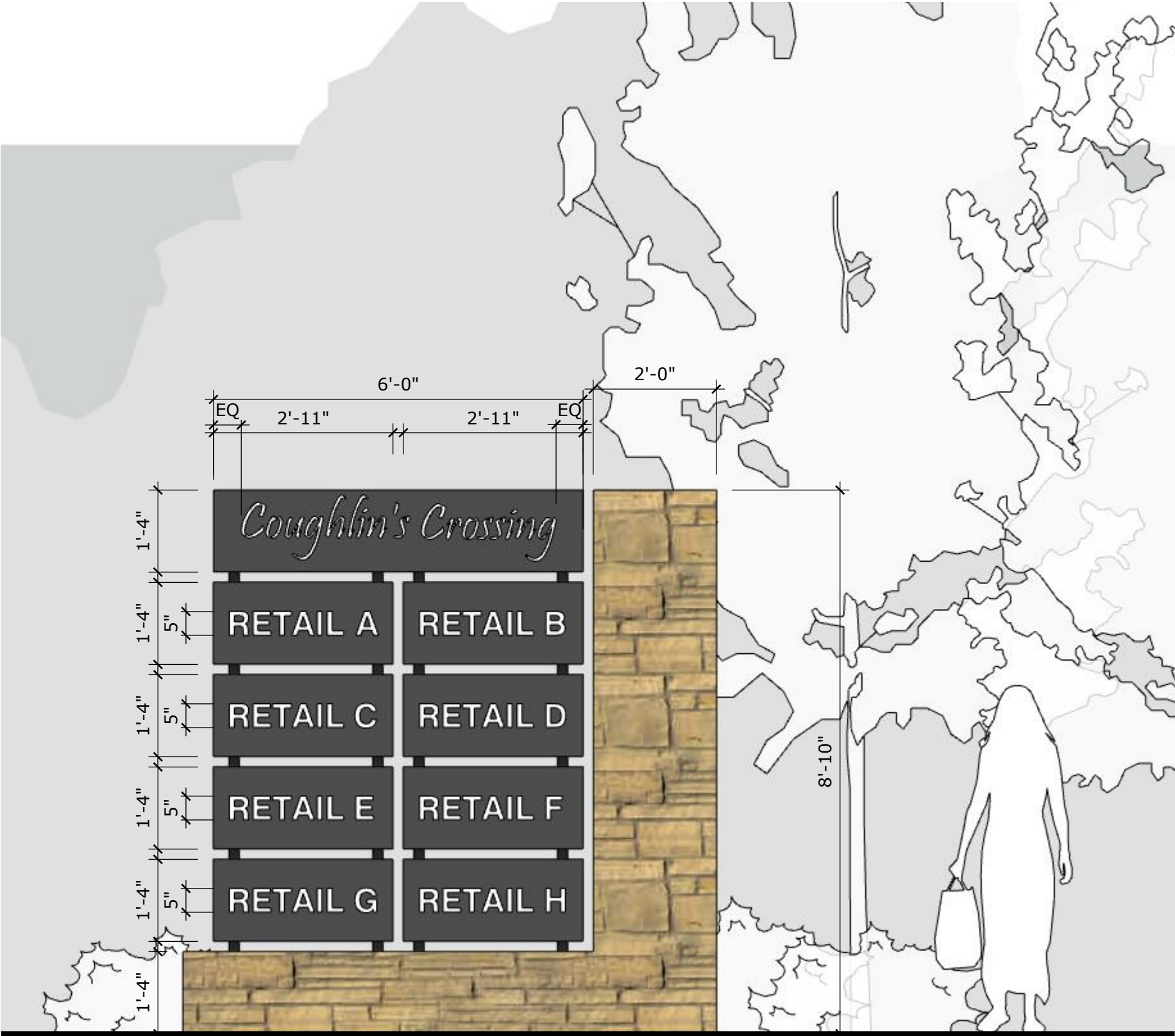
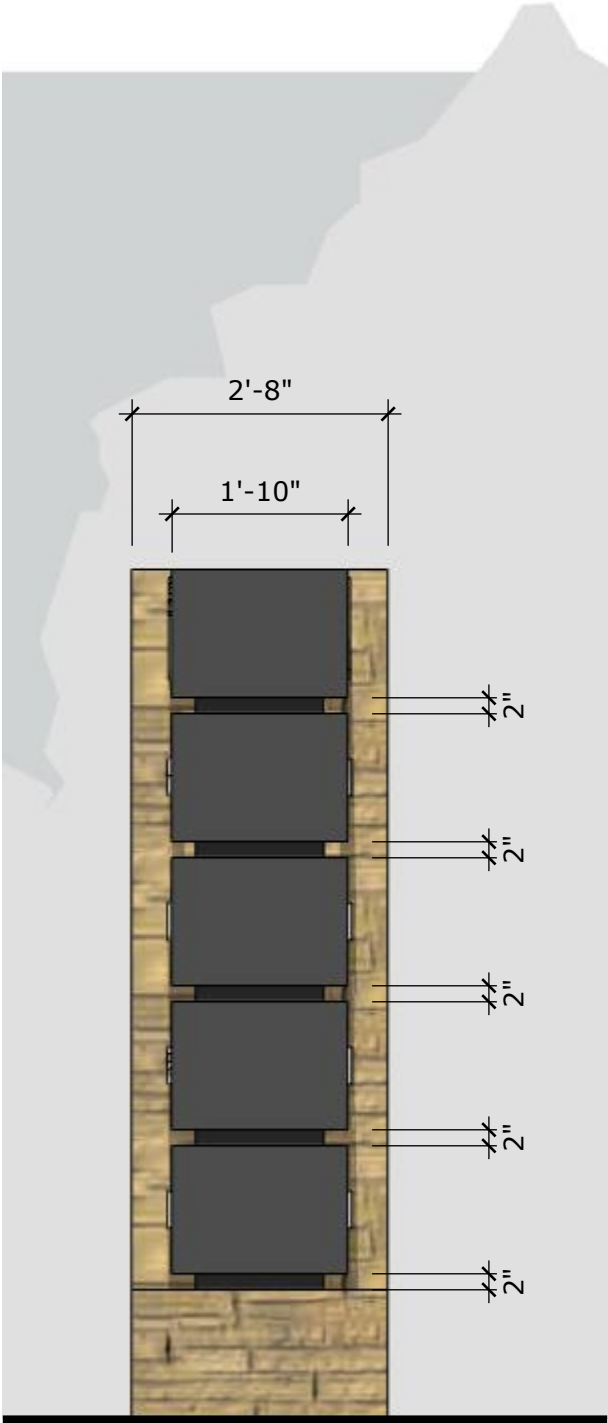
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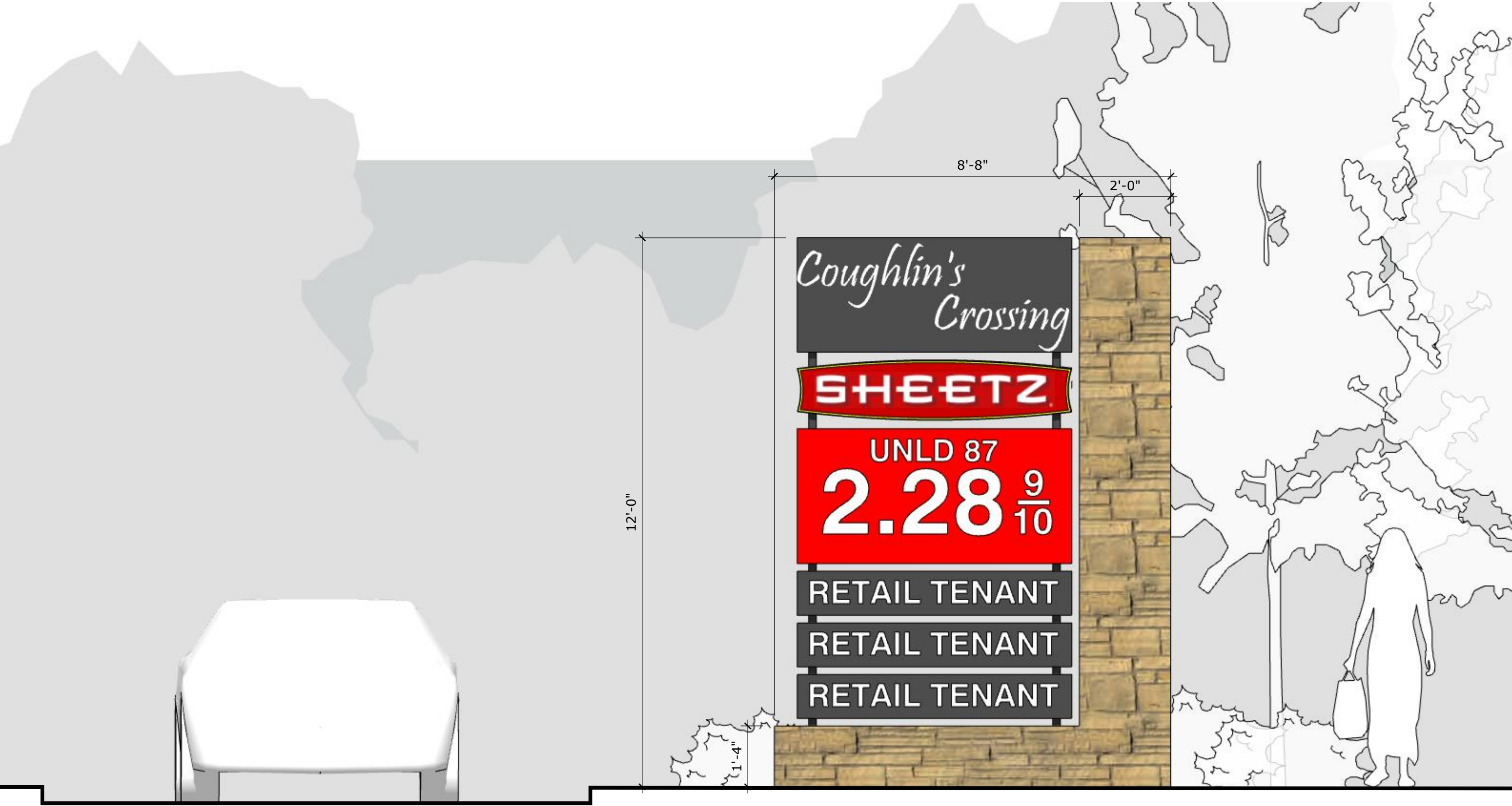
TERTIARY DEVELOPMENT SIGN  
QUANTITY: 02

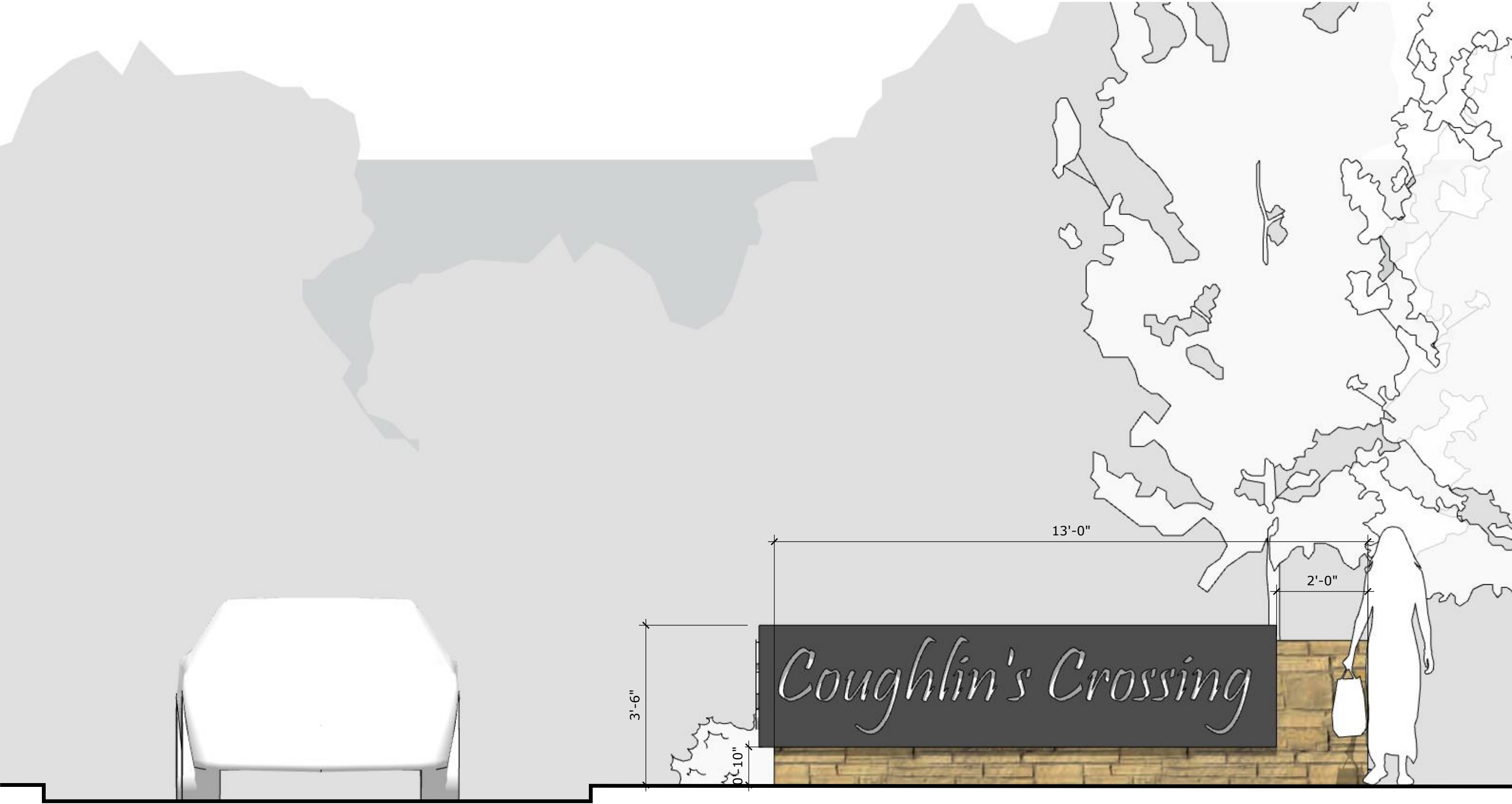


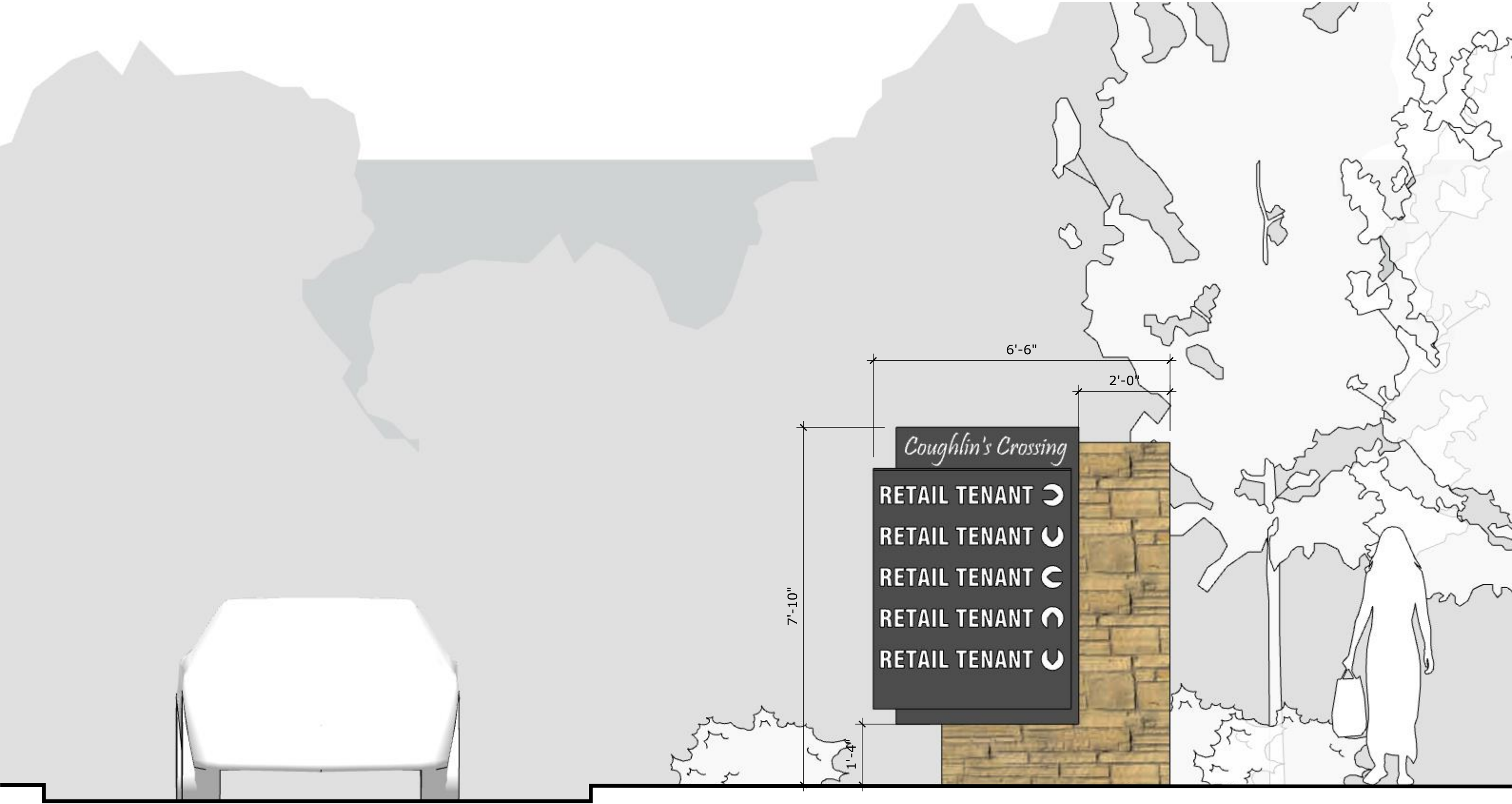












# WALL SIGNS

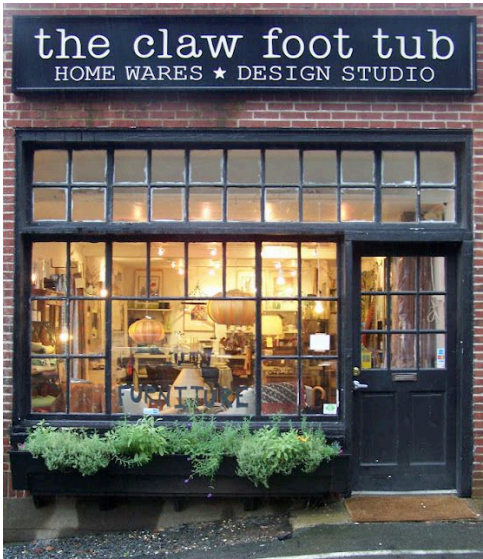
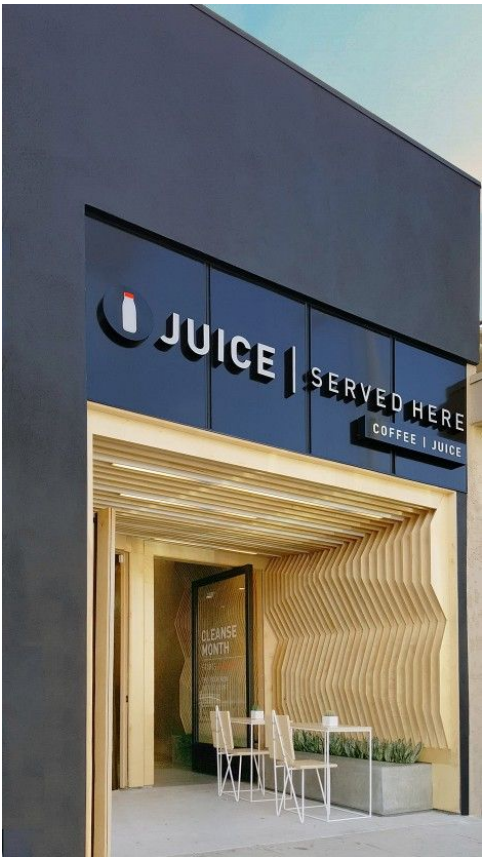
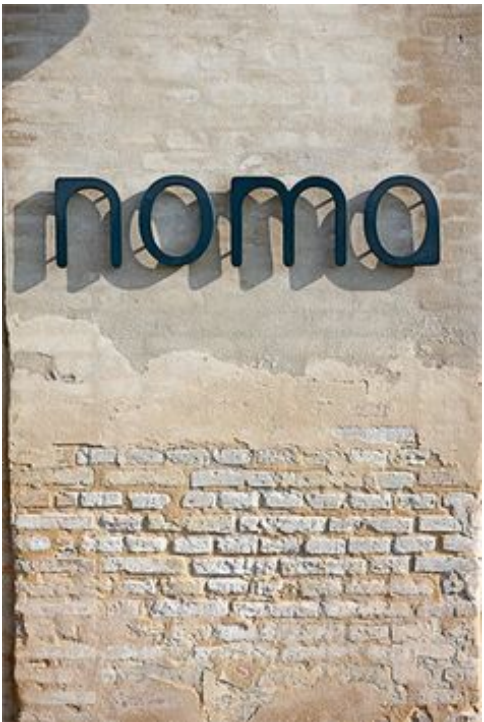
## Definitions + General Guidelines

Wall Signs. As a result of the limitations placed on free-standing signs, flexibility shall be allowed for wall sign area.

Wall signs shall be integrated into the overall design of the building to which the sign is attached in an area established as part of the building design approval for the purpose of mounting a wall sign (a sign band area). Only one wall sign is permitted per primary tenant per frontage of a public or private street except that there shall be no more than 2 such signs per primary tenant per building. In addition, one ancillary or directional sign no larger than 2 sq. ft. in area may be granted administratively. Except along US 23 and Meeker Way, no primary signs shall be permitted facing a residential district or use. Reverse channel letters signs, as previously defined, and gooseneck down lighting are preferred.

**WALL SIGNS**

Signs mounted to building in parallel form.  
Respect and add to the architecture and scale of the building.  
Consistency with store design and concept.



# WALL SIGNS

## Definitions + General Guidelines

Wall Signs. As a result of the limitations placed on free-standing signs, flexibility shall be allowed for wall sign area. Wall signs shall be integrated into the overall design of the building to which the sign is attached in an area established as part of the building design approval for the purpose of mounting a wall sign (a sign band area). Only one wall sign is permitted per primary tenant per frontage of a public or private street except that there shall be no more than 2 such signs per primary tenant per building. In addition, one ancillary or directional sign no larger than 2 sq. ft. in area may be granted administratively. Except along US 23 and Meeker Way, no primary signs shall be permitted facing a residential district or use. Reverse channel letters signs, as previously defined, and gooseneck down lighting are preferred.

**PROJECTING SIGNS**  
Signs attached to building in perpendicular form.  
Respect and add to the architecture and scale of the building.  
To be mounted out of reach of pedestrians.



# WALL SIGNS

## Definitions + General Guidelines

Wall Signs. As a result of the limitations placed on free-standing signs, flexibility shall be allowed for wall sign area. Wall signs shall be integrated into the overall design of the building to which the sign is attached in an area established as part of the building design approval for the purpose of mounting a wall sign (a sign band area). Only one wall sign is permitted per primary tenant per frontage of a public or private street except that there shall be no more than 2 such signs per primary tenant per building. In addition, one ancillary or directional sign no larger than 2 sq. ft. in area may be granted administratively. Except along US 23 and Meeker Way, no primary signs shall be permitted facing a residential district or use. Reverse channel letters signs, as previously defined, and gooseneck down lighting are preferred.

**CANOPY SIGNS**  
Signs attached to architectural canopies of building.  
Can consist of store names, simple graphics, or addresses.



# SIGNAGE LIGHTING

## Definitions + General Guidelines

Signage lighting engages and add to the character and feel of the building environment. Illumination of the sign, in addition to the design of the signage element, should complement and accentuate the architecture of the building on which it is located. All supports and hardware shall complement the architecture as well.

### EXTERNAL LIGHTING



### INDIRECT LIGHTING



### INTERNAL LIGHTING



**COUGHLIN'S CROSSING  
COMPREHENSIVE SIGN PLAN**

**As of: January 4<sup>th</sup>, 2023**

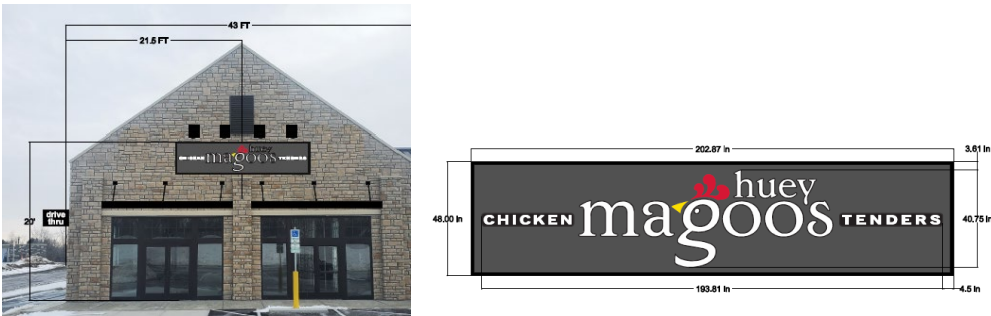
Each request for signage shall only be made to the City (on forms acceptable to the City) after the landlord has reviewed and approved the signage and found it to be in conformance with the overall development and this Comprehensive Sign Plan. Previously approved and constructed signage for Sheetz (parcel 41913034001000) and Blue Sky Car Wash (parcel 41913034003000 & 41913034002000) buildings in Sub Area 6 shall be as previously approved and constructed and constitute the approvable signage for such. Multi-tenant buildings or other future buildings in Sub Areas 5 & 6 are subject to this specific Comprehensive Development Sign Plan. The previously approved overall development sign plan (12/12/16) remains in full force and effect for the development and is hereby incorporated by reference into this document.

A. Signage and Graphics:

1. Definitions and Measurements:

- a. All definitions and measurements shall be consistent with the City of Delaware Zoning Code.
- b. Tenant copy / tenant signs – Includes all words, letters, logos, marks, and the like comprising the full extent of the copy used by an individual tenant for primary or secondary signage.
- c. Backer Panel – a continuous panel flat/flush mounted to a wall section for the purpose of providing a connection point for signage as permitted herein and as allowed herein. A backer panel shall be a neutral color, complimentary to the overall design of the buildings as well as the wall to which it is attached as approved by the City. A backer panel shall only be permitted on masonry surfaces (i.e., brick or stone). Tenant's signage copy (i.e., logo, name, etc.) to be mounted to fabricated aluminum backer panels of 2 inch depth. Total width of backer panels shall be only slightly larger in width (equal on both sides) and height (equal on both sides) of sign than sign copy so as to be in proportion to the sign as determined by the City. Maximum total height of backer panels is 20% greater than sign copy. Maximum of negative space 8% of horizontal limits of tenant's signage copy.

For example:



- d. End Cap tenant space and Inline tenant space – tenant spaces, for the purposes of this signage text, shall be defined graphically herein and shall generally be constituted of end cap tenants (spaces generally on the ends or outside corners of structures) and inline tenants (spaces generally between end cap tenant spaces and connected to such effectively being between the ends of a structure).

i. Sub-Area 6



ii. Sub-Area 5



2. Prohibited Signage:

a. Prohibited graphic types shall include but are not limited to the following:

- i. Individual wall mounted enclosed cabinet signs.
- ii. Roof top signs or signs that extend above the roof or line of parapet construction as determined by the city.
- iii. Flashing, traveling, animated, rotating, audible or intermittently illuminated signs, air activated devices, flutter/blade flags.
- iv. Permanent banners.
- v. Signs or advertising erected and maintained on trees or painted or drawn upon rocks or other natural features.
- vi. Advertising devices that attempt, or appear to attempt to interfere with, imitate or resemble an official sign, signal or device.
- vii. Vehicles, trailers or equipment of any type parked on a building premises or lot for the purpose of advertising a business, product, service, event, object, location, organization or the like.
- viii. Inflatable signs.
- ix. Human signs including without limitation individuals with or without advertising boards or posters both within the Shopping Center and the Shopping Center's adjacent public right of way, which in any way try to attract the public to the Shopping Center or a business located within such Shopping Center.
- x. Portable signs placed outside a business including but not limited to portable A-Frame signs and the like.
- xi. Awning graphics shall not be permitted.
- xii. Other signs as prohibited by the City of Delaware Sign Code. Unless permitted per this development plan.

3. Wall Mounted Tenant Identification – General:

- a. Tenant signs shall be “dimensional flat cut out (FCO) and/or fabricated dimensional letters/logos” or “individual channel letters”. Tenant signs shall be limited to the fronts of stores relative to each tenant space, except as specifically outlined herein. In all instances the message area letters and/or respective backer panel, shall be mounted directly to the building face.
- b. Each tenant is permitted a maximum of one primary wall sign facing the primary road and generally oriented over and above the front business entrance. Tenants are permitted one secondary wall sign located generally opposite the front (and primary sign) façade, generally facing a secondary street, and oriented over and above an access door and the back of a tenant space
  - i. For Sub Areas 5 & 6: Wall signs as described above are permitted as primary wall signage to face US23 and secondary signage to face Coughlin Lane only.
  - ii. Future sub areas will be reviewed, and this text amended in accordance with the overall development and sub area planning but shall be consistent in overall appearance, number, location, lighting, and orientation.
- c. All signage shall be photocell and or time clock controlled and uniformly illuminated across all tenants during normal business hours. Tenants with longer hours or that are open for business 24 hours may be permitted to have their individual sign(s) illuminated beyond the normal business hours of the center.

4. Sign Types & Illumination of Signs: Signs shall be located, illuminated, and designed within conformance of this Sign Plan text, the overall development, and the individual buildings as approved by the City.

a. Permitted for Primary Signs - Internally Illuminated Channel Letters:

- i. Illumination of the individual channel letters and light capsule to be within each unit with remote power source unit located within the storefront or soffit.
- ii. In no event shall the sign protrude more than 12” inches from the face of the building.

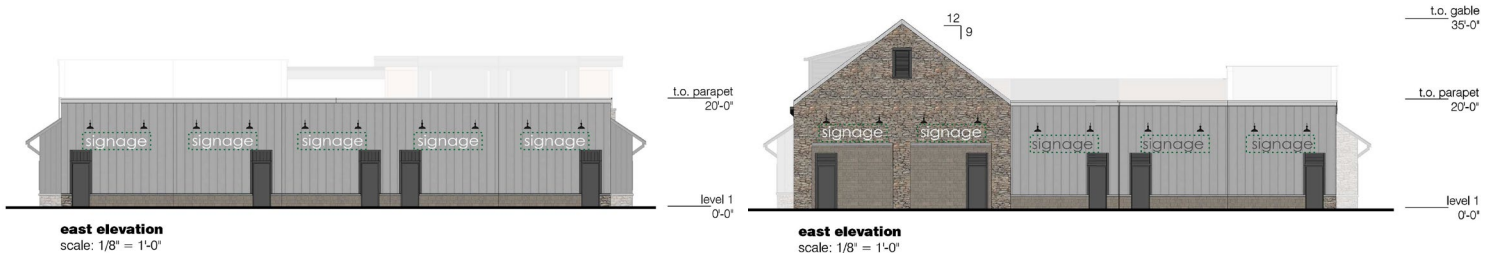
- iii. Color of the outside faces and returns of channel letters shall be approved by the City.
- iv. Illumination of signage shall have a brightness complimentary with the surrounding development and shall have a neutral-colored light (between 4,000K and 5,000K color).

b. Permitted for Primary Signs - Halo-Illuminated Letters:

- i. Illumination of the individual channel letters and light capsule to be within each unit with remote power source unit located within the storefront or soffit.
- ii. Individual channel letters shall be mounted 1.5” inches off the face of exterior wall to facilitate proper Halo Illumination.
- iii. Color of the outside faces and returns of channel letters shall be approved by the City.
- iv. Illumination of signage shall have a brightness complimentary with the surrounding development and shall have a neutral-colored light (between 4,000K and 5,000K color).

c. Permitted Secondary Wall Signs - Non-internally Illuminated Letters:

- i. Dimensional Flat Cut Out (FCO) and or fabricated dimensional letters / logos.
- ii. Minimum 0.5” inches deep.
- iii. Flush pin mount to building wall or backer panel if approved by the City and consistent with these regulations.
- iv. Goose neck external down light, light fixtures shall be required for Secondary Signs with no other illumination permitted. For example:



5. Inline Tenant Signage:

- a. Primary Sign Area: The maximum square footage of a primary wall sign (i.e., logo, name, etc.) for an inline store tenant shall be based on the portion of a building that is owned or leased by a single tenant measured from the centerline of the party walls defining the building unit as determined by the city. The maximum area shall be in according to the following formula:
  - i. Cumulative sum of 1.5 square feet per 1 lineal foot of frontage up to 20 lineal feet.
  - ii. Additionally, to i above – 1 square feet per 1 lineal ft. over 20 lineal feet and up to 40 lineal feet.
  - iii. Additionally, to ii and i above – 0.5 square feet per 1 lineal foot over 40 lineal feet and up to 60 lineal feet.
  - iv. Lineal building frontage above 60 lineal feet is not permitted additional sign area in excess of iii above.
- b. Secondary Wall Sign Area: The maximum square footage for a secondary wall sign for an inline tenant shall be based upon the portion of a building that is owned or leased by a single tenant measured from the centerline of the party walls defining the building unit as determined by the City. The maximum area shall be in according to the following formula:
  - i. Cumulative sum of 1.5 square feet per 1 lineal foot of frontage up to 20 lineal feet.
- c. The horizontal width of each Tenant's copy (i.e., logo, name, etc.) shall be a maximum of eighty percent (80%) of the width of the inline tenant space as defined in “a” above (i.e., their storefront).
- d. Sign mounting height: The mounting height of any sign shall be in conformance with the approved architectural elevations contained herein. In no event shall any sign extend above the roof or line of the parapet construction. The placement of each sign shall be coordinated to be within the building sign band and shall maintain the existing height across all tenants as appropriate to the overall design of the building as determined by the City.
- e. Tenant’s copy height shall be a maximum height of thirty inches (30”).
- f. Signage to be centered horizontally in tenant facades, frontage or over primary (or secondary/service) entrance door.

6. End Cap Tenant Signage:

- a. Primary Sign Area: The maximum square footage of a primary wall sign (i.e., logo, name, etc.) for an end cap store tenant shall be based on the portion of a building that is owned or leased by a single tenant measured from the centerline of the party walls defining the building unit as determined by the city. The maximum area shall be in according to the following formula:
  - i. Cumulative sum of 2 square feet per 1 lineal foot of frontage up to 20 lineal feet.
  - ii. Additionally, to i above – 1.5 square feet per 1 lineal foot over 20 lineal feet and up to 40 lineal feet.
  - iii. Additionally, to ii and i above – 1 square feet per 1 lineal foot over 40 lineal feet and up to 60 lineal feet.
  - iv. Lineal building frontage above 60 lineal feet is not permitted additional sign area in excess of iii above.
- b. Secondary Wall Sign Area: The maximum square footage for a secondary wall sign for an inline tenant shall be based upon the portion of a building that is owned or leased by a single tenant measured from the centerline of the party walls defining the building unit as determined by the City. The maximum area shall be in according to the following formula:
  - i. Cumulative sum of 2 square feet per 1 lineal foot of frontage up to 20 lineal feet.
- c. Sign Mounting Height: The mounting height of any sign shall be in conformance with the approved architectural elevations contained herein. In no event shall any sign extend above the roof or line of the parapet construction. The placement of each sign shall be coordinated to be within the building sign band and shall maintain the existing height across all tenants as appropriate to the overall design of the building as determined by the City.
- d. Tenant's Copy Height shall be a maximum height of forty inches (40").
- e. Signage to be centered horizontally in tenant facades, frontage or over primary (or secondary/service) entrance door.

7. Window Signs: These are signs located on any window surface.
- a. Permanent or temporary window signs shall be limited to two signs per tenant frontage. They shall cumulatively not exceed 20% of any single window area nor total window area per tenant frontage.
  - b. “Open” signs are permitted in addition to any other signage. These may not be flashing, moving, scrolling, blinking and the like. They may only be on or off. They may only be used to indicate if the business is open or closed.
  - c. Ancillary signs – signs such as credit card, drive-thru, and the like as determined by the City shall be allowed in addition to any other signage. Such signs shall not exceed 10 square feet.



8. Service, Address, and Miscellaneous Signage:
- a. All tenant spaces shall have address numbers a minimum of 6”-character height, Helvetica Bold font on front of tenant space and one the rear service door(s) as required by the city. White color on glass or contrasting color if not on glass.

## PLANNING COMMISSION STAFF REPORT

**CASE ID:** S 25-14 Delaware Christian School Final Subdivision

**APPLICANT:** Delaware Bible Church  
45 Belle Avenue  
Delaware, OH 43015

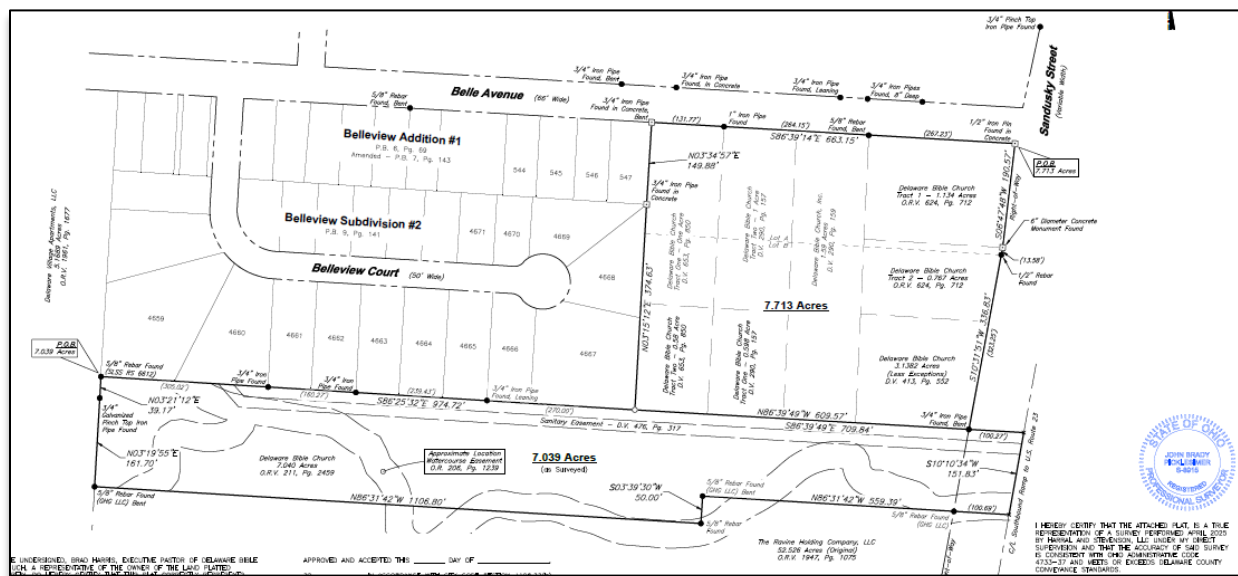


### REQUEST

A request by Delaware Bible Church for approval of a Final Subdivision Plat for the property located at 45 Belle Avenue.

### BACKGROUND/CASE HISTORY

In August 2025, Planning Commission granted Conditional Use approval for a building addition and parking lot expansion for the church and school. Both a place of worship and school are conditional uses in the R-SF Single-Family Residential zoning district. A condition of that approval required the applicant plat the site to combine lots prior to the issuance of any certificates of building and zoning compliance. The applicant's property currently consists of seven (7) parcels and will combine six (6) of the lots into a larger 7.13-acre lot. The remaining 7.039 acres will become the second lot of the subdivision.



### STAFF ANALYSIS

**Zoning:** As previously stated, this site is zoned R-SF. The proposed plat and recommended conditions conform to all subdivision and lot requirements outlined in the resolution approving the conditional use for the site.

### RECOMMENDATION

Staff recommends approval of a request by Delaware Bible Church for approval of a Final Subdivision Plat for 45 Belle Avenue, Delaware, OH 43015, with the following conditions:

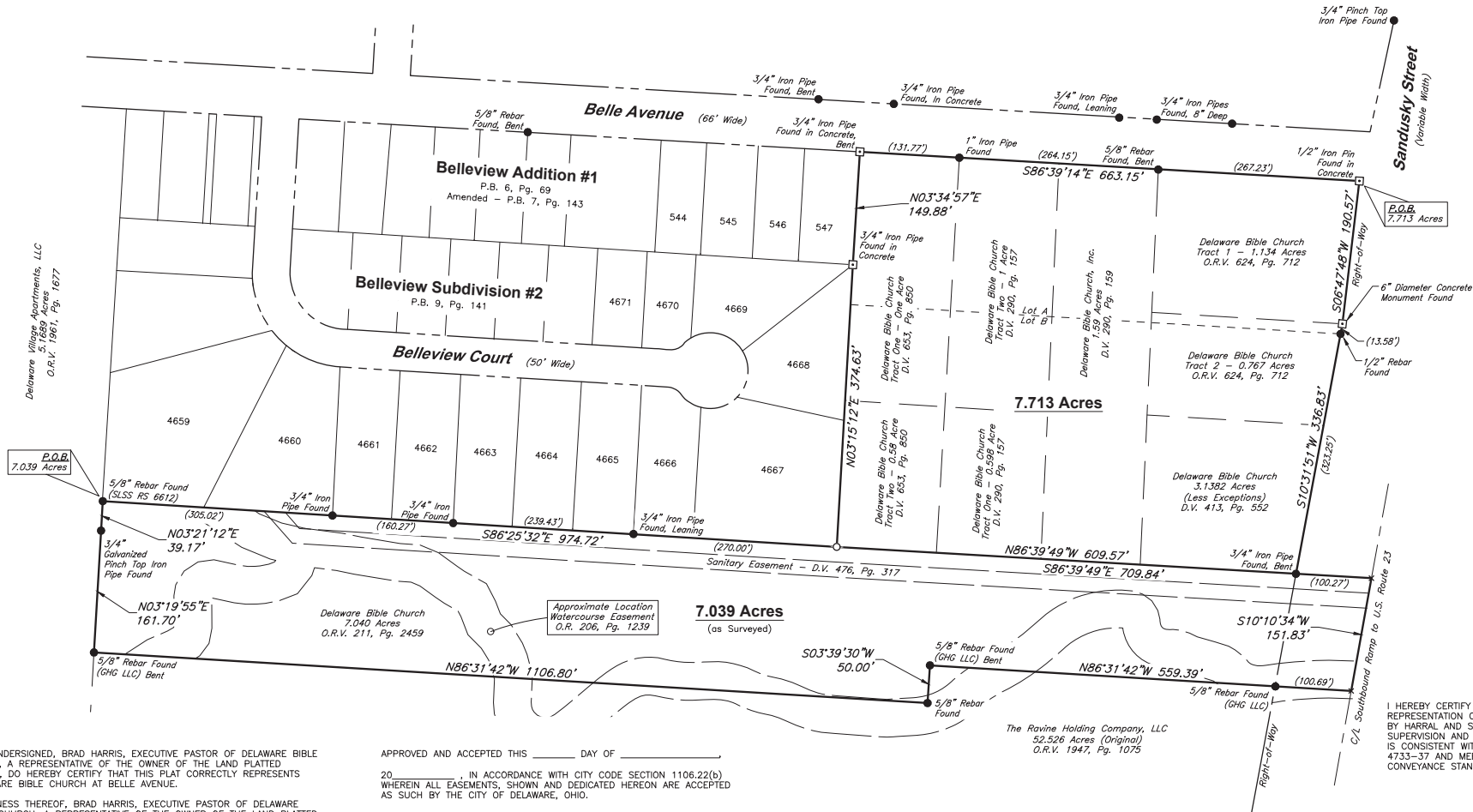
1. The plat stamped "Approved 10/20/2025" shall be the approved plat for this subdivision plat.
2. All comments and concerns of the City Engineer, Utilities Department, and the Planning and Development Department shall be addressed prior to the release of the mylar for recording.

Meeting Date: December 3, 2025

Author: Jon White, Development Planner

# DELAWARE BIBLE CHURCH AT BELLE AVENUE

BEING A REPLAT OF PART OF LOTS A AND B OF ESTELLA T. RICHARDSON SUBDIVISION, P.B. 2, PG. 251, ALSO BEING A RESURVEY OF A 7.040 ACRE TRACT OF LAND, BOTH WITHIN CITY OF DELAWARE, DELAWARE COUNTY, OHIO FARM LOT 17, SECTION 1, TOWNSHIP 4, RANGE 19



I HEREBY CERTIFY THAT THE ATTACHED PLAT, IS A TRUE REPRESENTATION OF A SURVEY PERFORMED APRIL 2025 BY HARRAL AND STEVENSON, LLC UNDER MY DIRECT SUPERVISION AND THAT THE ACCURACY OF SAID SURVEY IS CONSISTENT WITH OHIO ADMINISTRATIVE CODE 4733-37 AND MEETS OR EXCEEDS DELAWARE COUNTY CONVEYANCE STANDARDS.

J. BRADY PICKLESIMER, PS 8915

10/20/2025  
DATE

THE UNDERSIGNED, BRAD HARRIS, EXECUTIVE PASTOR OF DELAWARE BIBLE CHURCH, A REPRESENTATIVE OF THE OWNER OF THE LAND PLATTED HEREIN, DO HEREBY CERTIFY THAT THIS PLAT CORRECTLY REPRESENTS DELAWARE BIBLE CHURCH AT BELLE AVENUE.

IN WITNESS THEREOF, BRAD HARRIS, EXECUTIVE PASTOR OF DELAWARE BIBLE CHURCH, A REPRESENTATIVE OF THE OWNER OF THE LAND PLATTED HEREIN, HAS SET HIS HANDS THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

STATE OF OHIO  
COUNTY OF DELAWARE

BEFORE ME A NOTARY PUBLIC IN AND FOR SAID STATE AND COUNTY, PERSONALLY APPEARED BRAD HARRIS, EXECUTIVE PASTOR OF DELAWARE BIBLE CHURCH, A REPRESENTATIVE OF THE OWNER OF THE LAND PLATTED HEREIN, WHO ACKNOWLEDGED THE SIGNING OF THE FOREGOING INSTRUMENT TO BE THEIR FREE AND VOLUNTARY ACT AND DEED FOR THE USES AND PURPOSES THEREIN EXPRESSED.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY OFFICIAL SEAL.

THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

NOTARY PUBLIC, STATE OF OHIO

MY COMMISSION EXPIRES \_\_\_\_\_

APPROVED AND ACCEPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_

20\_\_\_\_, IN ACCORDANCE WITH CITY CODE SECTION 1106.22(b) WHEREIN ALL EASEMENTS, SHOWN AND DEDICATED HEREON ARE ACCEPTED AS SUCH BY THE CITY OF DELAWARE, OHIO.

DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT

TRANSFERRED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

DELAWARE COUNTY AUDITOR

RECORDED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

AT \_\_\_\_ O'CLOCK \_\_\_\_ M., IN PLAT BOOK \_\_\_\_ PAGE NO. \_\_\_\_.

COUNTY RECORDER

IRON PINS SET ARE 5/8" DIAMETER X 30" LONG REBAR WITH RED PLASTIC CAP STAMPED "H&S 8915". ALL IRON PINS SHOWN AS FOUND ARE IN GOOD CONDITION UNLESS NOTED OTHERWISE.

BEARING REFERENCE:  
THE BEARINGS SHOWN ON THIS PLAT ARE BASED ON THE OHIO STATE PLANE COORDINATE SYSTEM, NORTH ZONE, NAD83 (2011) EPOCH 2010. THE SOUTH LINE OF THE 7.039 ACRE TRACT AS SURVEYED, HAVING A BEARING OF N86°31'42"W, IS DESIGNATED THE "BASIS OF BEARING" FOR THIS SURVEY.

REFERENCE DOCUMENTS:  
DEEDS AS NOTED ON PLAT  
SURVEYS OF RECORD

## Symbol Legend

- Iron Pin Found (Cap/Plug ID)
- Iron Pin Set
- Monument Found
- x Point



Scale In Feet



**Harral and Stevenson**  
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CITY OF DELAWARE, DELAWARE COUNTY, OHIO  
FARM LOT 17, SECTION 1, TOWNSHIP 4, RANGE 19  
**PLAT OF SURVEY**

Delaware Bible Church

Project No: E251014	Scale: 1" = 100'
Client: McKnight	Drawn: JBP
Date: October 20, 2025	Reviewed: JBP