APPROVED

DESIGN AND PROJECT REVIEW COMMITTEE (DAPR) MINUTES
April 5, 2017


Staff Present:

Others Present:

Presiding Member: S. Mangum

A quorum being present, Mr. Mangum called the meeting to order at 2:32 pm.

New Business:

2113 Greenleaf Street Preliminary and Final Review
Andrew Spatz, property owner, submits for exterior remodeling and parking modifications in the I2 General Industrial District.

Item One was continued to a later date (April 12, 2017 DAPR).

120 Dodge Avenue Recommendation to ZBA
Charlotte Kohn, property owner, submits for a special use permit to expand a Retirement Home, Dobson Plaza, and zoning relief for a one-story addition with 46.8% building lot coverage where 40% is allowed and 40.1% currently exists, 81.6% impervious surface coverage where 55% is allowed and 77.4% currently exists, a 1.2' front yard (Dobson St.) setback where 27' is required and 26.5' currently exists, and a .9' street side yard (Dodge Ave.) setback where 15' is required and 5.9' currently exists, in the R4 General Residential District.

APPLICATION PRESENTED BY: Charlotte Kohn, Property Owner

DISCUSSION:

- Original submittal for project occurred ten years ago and received approval.
- Project is necessary due to aging resident population that needs more adaptive accessibility equipment.
- The current day room is very small, does not accommodate as many residents.
- New space will be a living room with more space and a view.
- Decision to locate project in this space is that it is the preferred space available on the lot, as the only space available to the north and east.
- Internal floorplan also dictated location, as new room is near current nurses station.
- Currently architecture team is updating plans for city and state requirements to meet current code. The plans will need full review.
- Materials include brick, glass, and roofing material to match existing materials.
- Roof may be revised as flat roof and to accommodate more windows to the east and north.
- Ms. Biggs noted that regarding access into the property, look for modifications to site for a loading zone for drop offs, in order to mitigate increase on the public way from this project. Applicant stated that previous requests for curb cuts were to explore a circular drive to enhance drop-offs and pick-ups. Ms. Biggs emphasized that the applicant needs to maintain public right of way.
- Ms. Biggs noted that if this project is going to have this level of impact, additional site improvements could be made to reduce the load on the public way, such as drainage and flooding. Helping the public way by managing traffic and drop-offs would be another improvement.
- Mr. Mangum noted that at least one mature tree would be lost, and asked about managing landscaping related to the addition. The landscaping will occur around the future day room, including planters, boxes, and more green space to the south and to the north.
- Mr. Gerdes asked whether new footprint will take over patio. Patio will be converted to green space.
- Mr. Mangum asked about using rain gardens or permeable pavers to mitigate stormwater issues.
- Ms. Eckersberg noted that stormwater requirements have changed since previous addition plan, and that a stormwater control questionnaire will need to be submitted to determine whether property requires any stormwater control management onsite.
- Mr. Gerdes asked about storage container on property. Applicant said that storage container will not be necessary after addition. Mr. Gerdes would like to make removal of the storage container a condition for approving project.
- Ms. Biggs noted that any landscaping height will need to comply with code to keep obstructions from the public way.
- Learning about site plan updates to roof, stormwater mitigation, and landscaping would require a recommendation with caveats.
- Revisions to the plans will require an additional DAPR appearance.
- Mr. Mangum asked about timeframe for receiving revised plans. Revised plans may be ready by the middle of May. This could change timeframe for appearing at May 2nd Zoning Board of Appeals meeting. Plans must be submitted within two weeks in order to meet April 26th DAPR meeting.

Item Two was continued to a later date, to be determined, pending submission of updated plans.

500 Davis Street

Sign Variation

Ken Strzyzewski, sign contractor, submits for a variation to install one 2’ x 10’ illuminated wall sign on the northeast corner of the building at a height of 35’ above grade where 15’6” is allowed by sign regulation, in the D4 Downtown Transition District.

Item Three was continued to a later date to be determined.
Other Business:
Approval of the April 5, 2017 meeting minutes.

Mr. Nelson moved to approve the minutes from April 5, 2017, seconded by Ms. Biggs.

The Committee voted unanimously 6-0, with two abstentions, to approve minutes from the April 5, 2017 meeting.

Adjournment:
Ms. Biggs moved to adjourn, seconded by Mr. Gerdes.

The meeting adjourned at 3:05 pm.

Respectfully submitted,
Nicholas Zettel
### DESIGN AND PROJECT REVIEW (DAPR) – MTG DATE: 3/15/2017

**Address:** 120 Dodge

<table>
<thead>
<tr>
<th>VOTING MEMBERS</th>
<th>STAFF</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director of Community Development</td>
<td>Mark Muenzer Chair</td>
<td></td>
</tr>
<tr>
<td>Planning and Zoning Administrator</td>
<td>Scott Mangum Vice Chair</td>
<td>Return to DAPR with landscape plan and any additional proposed changes.</td>
</tr>
<tr>
<td>CMO/Economic Development</td>
<td>Paul Zalmezak</td>
<td></td>
</tr>
<tr>
<td>Rep. for the Director of Parks, Recreation and Community Services</td>
<td>Ray Doerner</td>
<td></td>
</tr>
<tr>
<td>City Engineer</td>
<td>Lara Biggs</td>
<td>This is a significant site modification. If there are any concerns about pedestrian access to the site (curb cuts, ADA ramps) from the public way, they should be addressed as part of this project rather than relying on the city to address in the future.</td>
</tr>
<tr>
<td>Rep. from the Fire Department</td>
<td>Mario Tristan</td>
<td>No comments.</td>
</tr>
<tr>
<td>Rep. from the Police Dept.</td>
<td>Lloyce Spells</td>
<td></td>
</tr>
<tr>
<td>Rep. for the Director of Public Works</td>
<td>Jim Nelson</td>
<td>With going over the allowable lot coverage and impervious surface, what is your plan for stormwater control?</td>
</tr>
<tr>
<td>Development Planner</td>
<td>Melissa Klotz</td>
<td>No comments.</td>
</tr>
<tr>
<td>Building &amp; Inspection Services Division Manager</td>
<td>Gary Gerdes</td>
<td>Resubmittal of building plans to reflect current adopted codes. New sign or relocation of sign would require separate permit review. Storage container: removal would be condition of special use. Submit landscape plans.</td>
</tr>
<tr>
<td>Assistant Director of Public Works/Forestry</td>
<td>Paul D’Agostino</td>
<td></td>
</tr>
<tr>
<td>Neighborhood and Land Use Planner</td>
<td>Meagan Jones Secretary</td>
<td>Please provide updated plans showing proposed changes stated during the DAPR meeting (landscaping, roof, stormwater, etc.).</td>
</tr>
<tr>
<td>Rep. from the Utilities Dept.</td>
<td>Ingrid Eckersberg</td>
<td>No comments.</td>
</tr>
</tbody>
</table>

**Quorum:** A quorum shall consist of the Director of Community Development or his/her designee, one other representative from the Department of Community Development, a representative from the Department of Public Works, and two additional Voting Members, and shall be required in order to conduct any official committee business.