DESIGN AND PROJECT REVIEW COMMITTEE (DAPR) MINUTES
February 26, 2020


Staff Present:
Presiding Member: J. Leonard

A quorum being present, J. Leonard called the meeting to order at 2:31 p.m.

Approval of Minutes
1. February 12, 2020, DAPR Committee meeting minutes.

J. Hyink made a motion to approve the meeting minutes, seconded by S. Mangum.

The Committee voted, 7-0, to approve the meeting minutes, with 1 abstention (EC).

New Business
1. 619 Howard Street Preliminary/Final Review
Thomas Ahleman, applicant, applies for a building permit for interior and exterior alteration of an existing 1-story commercial building in the B3 General Business District, Palmhouse Event Space.

APPLICATION PRESENTED BY: J. Kirsch, project architect (sp)

DISCUSSION:
• J. Kirsch provided a brief narrative of the project and alterations since the last submission.
  ○ Shift from 23 to 20 parking spaces due to a previous error in the survey. The number of parking spaces proposed will match what is existing
  ○ Privacy fence around the proposed parking with controlled access during non-business hours
• J. Leonard asked for clarification that no parking spaces were being lost.
• M. Griffith affirmed that the 20 parking spaces proposed matches the existing number of spaces on-site.
• J. Kirsch reaffirmed that the parking is not being reduced
• J. Leonard asked the applicant to describe the proposed fence
• J. Kirsch stated that the fence is intended to provide security, but the parking lot will be open during business hours
• J. Leonard asked if the fence was transparent
• J. Kirsch stated it was a solid opaque fence.
• E. Cano stated concerns with a solid fence
  ○ Safety concerns
  ○ Conflicts between cars and pedestrians
  ○ Difficult to maintain the parking lot, particularly during snow events
E. Cano stated concern with use of the alley for access into and out of the lot and asked who planned to maintain the alley.

Applicant stated that they would maintain the alley, including plowing its entire length during snow events.

E. Cano stated that no snow from the parking lot could be pushed into the alley.

Applicant stated understanding but assured the committee there were no issues with the alley to-date and increased traffic would help with maintenance.

E. Cano stated that increased traffic would impede maintenance and increase safety concerns.

J. Leonard stated that a privacy fence is not appropriate.

Applicant asked if mirrors would be appropriate to help minimize conflicts between pedestrians and vehicles.

J. Leonard stated that they would not be.

J. Kirsch inquired what level of transparency would be appropriate.

E. Cano stated whatever percentage is safe, providing visual clearance into site triangles.

S. Mangum stated wrought iron or similar would be preferred. Something with at or more than 50% transparency.

J. Kirsch asked if a horizontal board fence with 50% transparency would be appropriate.

J. Leonard stated this would be agreeable.

S. Mangum stated that 3-4’ H would be an ideal height.

J. Leonard stated 6’ was appropriate since it matches what was existing at the Peckish Pig.

Applicant stated it would be similar.

J. Hyink stated concern with the ADA ramp and location of the ADA parking space.

- Ramp slope and width needs to be code compliant.
- Door handle needs to be compliant.
- ADA space should be the closest to the main entrance.

J. Leonard asked the applicant to agree that the closest space to the main entrance would be the designated ADA space.

Applicant stated agreement.

S. Mangum stated that the new elevation drawings of the building were improved from previous renditions.

E. Cano stated that the swing gates for the dumpsters need to be accessible during snow events.

Applicant stated this would be addressed during permitting but two swing gates were not as preferable as a single swing gate. Although it is possible.

S. Mangum made a motion for approval subject to revisions to the fence, ADA improvements, and maintenance of the alley as outlined in the above minutes.

Seconded by E. Cano.

The Committee voted, 8-0, for preliminary and final approval with the aforementioned conditions.

2. **1607 Chicago Avenue**

Happy Le Inc., lessee, applies for a special Use permit for a Type 2 Restaurant, in the D4 Downtown Transition District (Zoning Code Section 6-11-5-3). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.
APPLICATION PRESENTED BY: Trinh Le, lessee

DISCUSSION:

- T. Le provided a brief narrative of the proposed use
  - Tea shop with snacks which will use local vendors and premium ingredients. Customers will order at a counter and either stay on-site, or take-away.
  - Deliveries will occur at the front door of the building. No loading or unloading is needed. The goods to be delivered are small and light-weight, mostly tea, and will be handled by the owner.
  - Landlord does allow deliveries in the pull-out off Chicago Avenue if needed, but applicant reaffirmed that this is unlikely to ever be needed
- T. Le discussed the interior build-out of the space including a serving counter, seating, a restroom, and snack area and stated that the alterations would mostly be interior
- J. Hyink stated concern that deliveries could obstruct the bike lane
  - Applicant stated that the deliveries will be walked over by her and no parking would be needed. She will pick up the goods and deliver them.
- C. Sterling asked, if the alterations are mostly interior, what are the exterior alterations?
  - Applicant stated that the only exterior alterations would be signage
- J. Leonard stated that signage would be a separate permit
  - Applicant stated understanding
- M. Tristan asked what snacks would be sold on-site
  - Applicant stated that the snacks would primarily be waffles, made on-site at 2-3 waffle stations

S. Mangum made a motion for a positive recommendation to the ZBA.
Seconded by D. Cueva

The Committee voted, 8-0 to issue a positive recommendation to the ZBA.

3. 2672 Green Bay Road

Dylan Johnson, lessee, applies for a special use permit for an Indoor Commercial Recreation establishment, Total Sona Fitness, in the C2 Commercial District and Central Street Corridor Overlay District (Zoning Code Section 6-15-14-5). The Zoning Board of Appeals makes a recommendation to City Council, the determining body for this case.

APPLICATION PRESENTED BY: Dylan Johnson, lessee

DISCUSSION:

- D. Johnson provided a brief narrative of the proposed use
  - Focus is on all skill levels, small class size (6-8) and active adults.
  - Five training programs will be offered
- J. Leonard asked about the amount of anticipated noise
  - Applicant stated that noise is kept at a minimum. Due to the small class size and intimate training experience, music is either off, or low volume
  - No use of microphones
  - Smaller weights are used which don’t make much noise
- S. Mangum stated that the application described encouraging participants to bike and use public transportation. Would a bike rack be included?
  - Applicant stated that a bike rack was planned to be placed in an existing area at the west end of the parking lot. There would be space for 4-5 racks
○ J. Hyink stated she would share a link with the applicant which provides a list of appropriate bike racks.

● M. Tristan stated that the address is 2678 not 2672 Green Bay

● M. Tristan stated that the interior build-out would necessitate alterations to the existing fire suppression system
  ○ Applicant stated understanding and a desire to discuss this further during permitting

● S. Mangum asked if the parking lot had been re-striped since the plat of survey issue date
  ○ Applicant said he was unsure but there is one existing ADA space now

● J. Leonard asked the applicant to explain the parking situation
  ○ Applicant stated that there are 6 dedicated spaces for the gym and that they have an agreement with Pet People to use their spaces when they’re not in use or when the business isn’t open. This works well since the peak hours for the gym are during times when Pet People is closed.

S. Mangum made a motion for a positive recommendation to the ZBA.

Seconded by D. Cueva

The Committee voted, 8-0 to issue a positive recommendation to the ZBA.

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Adjudgment
S. Mangum made a motion to adjourn, seconded by J. Hyink. The Committee voted, 8-0, to adjourn. The Committee adjourned at 2:57 p.m.

The next DAPR meeting is scheduled for Wednesday, March 11, 2020, at 2:30 p.m. in Room 2404 of the Lorraine H. Morton Civic Center.

Respectfully submitted,
Cade W. Sterling