



ARCHITECTURAL REVIEW AND HISTORIC PRESERVATION BOARD
MEETING MINUTES
AUGUST 20, 2019

1. CALL TO ORDER

Vice-Chairperson Ryan Hinricher called the meeting of the Architectural Review and Historic Preservation Board to order at 6:31 pm in the Commission Chambers of City Hall. A moment of silence was followed by the Pledge of Allegiance.

Quorum was declared present.

Present: Vice-Chairperson Ryan Hinricher and Board Members: Kay Cappleman, Jared Czachorowski, Mark Hide, and Eric Rainville

Absent: Chairperson Tory Parish (excused) and Jessica Stone (excused)

Staff Present: Community Development Director Steve Pash, Urban Designer Kelly Carson, and Recording Secretary Kathleen Rathel

2. APPROVAL OF MINUTES

Motion by Eric Rainville to approve the meeting minutes of June 25, 2019.

Seconded by Kay Cappleman the motion carried unanimously 5 – 0.

APPLICATION FOR CERTIFICATE OF APPROVAL

3. 504 W Plant Street – JJ Park, LLC

Urban Designer Carson presented a request to approve a new two-story, 9,712 square foot professional office building on a 0.42 +/- acre property located at 504 W Plant Street. The property received approval from the Architectural Review Board in February, 2019, to demolish the existing non-contributing structure. The property has since been used as a construction staging area for the townhome project to the east. The property to the south and west contains numerous non-contributing multi-family dwelling units, to the north is a section of the West Orange Trail, and to the east is the new non-contributing townhome project. Ms. Carson explained that some street parking is shown as a concept on the site plan; however, the final design and configuration of the street parking will be explored in detail during the site plan review so the parking details will not be under review during this meeting. The site will feature a number of outdoor gathering spaces including a green space with a small seating area at the corner of West Plant Street and South Park Avenue as well as an internal courtyard area with a Pergola structure located near the rear of the property. The green space configuration will allow the owner to maintain a number of large existing trees on the site located on the south portion of the lot. The building will feature a mercantile/masonry vernacular architectural style, be approximately 31 feet tall, and the majority of the elevations adjacent to the road will feature a smooth plaster finish stucco over CMU walls with storefronts and a hard canopy. The majority of the west and south

elevations will feature horizontal siding. Staff has reviewed the code and has determined the proposed project complies with most of the regulations with a few exceptions:

- 1) Setbacks: Code requires new commercial buildings shall have a 0 to 5-foot setback from the front property line. This building will have an 11-foot setback due to the odd angle and to allow potential on-street parking.
- 2) Visual Differentiation: Code stipulates that there shall be a visual differentiation, such as a change in material or limited projection, between the first and second story on a two-story building. This item is addressed by the decorative band on the street facing elevations but the south and west elevations are secondary and do not have a decorative band as they are not as visible from the road.

Staff recommends approval with the condition that the applicant applies for all required approvals from various Boards and get building permits.

Board Member Rainville suggested keeping the doors and windows similar on all sides.

Board Member Cappleman inquired if the setbacks would change if the on-street parking was eliminated. Ms. Carson replied it should not affect the setbacks. If the on-street parking was eliminated the parking would be moved to an internal parking lot at the rear of the building with entrances on South Park Avenue.

Architect Mike Morrissey discussed the siding details with the Board. He explained the building will consist of a 5 bay arrangement of windows and doors with an emphasis on storefront in the first three bays, 10 inch flush boards with a horizontal reveal, and a darker color scheme on the secondary massing to help blend with the western foliage.

A general discussion ensued regarding a potential café inside the building. Mr. Morrissey explained the potential concept space was to engage Plant Street. Ms. Carson stated the PCD zoning stipulated any café would be for employees and visitors.

Board Member Czachorowski expressed his opinion that the hard canopy overhang be placed above the doorways with the windows above the canopy.

Board Member Cappleman inquired about a door on the south elevation. Mr. Morrissey explained that the main entry was from the Park Avenue elevation but, depending on tenants, the existing double windows could become doors.

***Motion by Jared Czachorowski to approve [504 W Plant Street with Staff conditions].
Seconded by Mark Hide the motion carried unanimously 5 – 0.***

4. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:53 pm.

ATTEST:

APPROVED:

 /S/

 /S/

Recording Secretary Kathleen Rathel

Chairperson Tory Parish