

**DESIGN REVIEW COMMISSION
MINUTES
APRIL 25, 2024
Conference Room #6, City Hall
THURSDAY
12:00 pm**

COMMISSIONERS PRESENT:

Skip Priest
Jef Lemmon
Greta Snodgrass
Tom Messina (Chairman)

STAFF MEMBERS PRESENT:

Tami Stroud, Associate Planner
Traci Clark, Admin. Assistant

COMMISSIONERS ABSENT:

Jon Ingalls
Michael Pereira (Vice-chair)

CALL TO ORDER:

The meeting was called to order by Chairman Messina at 12:12 p.m.

MINUTES: *ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS**

Motion by Commissioner Priest, seconded by Commissioner Lemmon, to approve the minutes of the Design Review Commission meeting on March 28, 2024. Motion Carried.

COMMISSION COMMENTS:

Chairman Messina asked if anyone had any conflicts of interest. There were no conflict of interest with any of the commissioners.

STAFF COMMENTS:

None.

PUBLIC COMMENTS:

None.

NEW BUSINESS

- | | | |
|----|------------|---|
| 1. | Applicant: | Cameron Hudspeth, Richardson Design Partnership, LLC |
| | Owner: | CDA Hotel II, LLC |
| | Location: | 1808 & 1820 NW Blvd |
| | Request: | CDA Hotel, LLC is proposing to build a four (4) story Residence Inn with surface parking for guests. (DR-3-24). |

Ms. Stroud provided the following statements:

Cameron Hudspeth, Architect with Richardson Design Partnership, LLC, on behalf of CDA Hotel II, LLC, is requesting a First Meeting with the Design Review Commission for a four-story hotel, to include a restaurant and bar for hotel guests, conference/meeting room, fitness area, swimming pool/spa and surface parking. The proposed hotel will have approximately 105 rooms and are providing 107 surface parking spaces on-site. The subject property is in the Commercial (C-17) zoning district, and must adhere to the Commercial Design Guidelines.

The Decision Point today is should the Design Review Commission approve the design for the four (4) story "Residence Inn Marriott Hotel", located at 1808 and 1820 Northwest Boulevard on the east side of Northwest Boulevard, south of Emma Avenue and north of Davidson Avenue in the Commercial (C-17) zoning district either with or without conditions, or direct modifications to the project's design and require a second meeting?

The project site is comprised of several lots totaling 97,138. S.F. This was the former site of the Garden Motel that was demolished several years ago after a fire, and was abandoned prior to the fire. The applicant is proposing a four-story hotel which includes a restaurant/bar for hotel guests, conference/meeting room, fitness area, swimming pool/spa and surface parking. The proposed hotel will have approximately 105 rooms. Parking for hotel guests will be provided in a surface parking lot in front and on the side of the proposed structure with 107 parking spaces. The main entrance to the hotel is centered under the building signage and entrance canopy and includes a covered drop-off for hotel guests. The total height of the building is +/- 54'4" tall which is allowed in the C-17 (Commercial) zoning district, which has no height limit. The proposed project must adhere to the Commercial Design Guidelines. The off-street parking code requires 105 parking spaces; (1 parking space per room). The hotel restaurant/bar does not trigger parking because it's accessory to the principal use as a hotel, and the meeting room is exempt from parking being less than 1,000 SF. As noted, they will be providing 107 parking spaces.

A Project Review meeting with staff was held on **October 5, 2023**. During that meeting, staff discussed the proposed project with the development team and provided concerns and code requirements that needed to be addressed. The Residence Inn Hotel conceptual floor plans shown below was submitted as part of the Project Review application submittal. Staff did an analysis of the proposed hotel based on the code requirements and the Commercial Design Guidelines. and provided feedback to the applicant's architect addressing each of the Commercial Guidelines and how they can meet the guidelines where deficiencies were noted in the Project Review meeting staff report provided by Planning staff.

Staff discussed the project with the property owner and applicant's representative on **March 5, 2024** for the required Initial Meeting with Staff. During the meeting, staff reviewed the Commercial Design Guidelines and Standards and discussed the following items:

- A. Guidelines that apply to the proposed development,
- B. Any FAR Bonuses to be requested, and
- C. Any requested Design Departures.

Applicable C-17/CI-17L Commercial Design Guidelines

- *Curb Cuts*
- *Sidewalks Along Street Frontages*
- *Street Trees*
- *Grand Scale Trees.*
- *Walkways*
- *Residential/Parking Lot Screening*
- *Parking Lot Landscaping*
- *Lighting*
- *Screening of Service and Trash Areas*
- *Screening of Rooftop Equipment*
- *Entrance Visible from Street*
- *Windows Facing Street*
- *Treatment of Blank Walls*
- *Roof Edge*
- *Width and Spacing of Curb Cuts*
- *Massing: Base/middle/top*
- *Accessory Buildings*
- *Setbacks Adjacent to Single Family*

The applicant provided a detailed analysis of how they believe the project complies with all required design guidelines.

DESIGN DEPARTURE:

The applicant has not requested a Design Departure for the proposed project.

The DRC may provide input on the proposed design and shall identify any changes to the proposed project which are needed in order for the project to comply with the required Commercial Design Guidelines. The DRC must determine, based on the information before it, whether the proposed project meets the applicable Commercial Design Guidelines. The DRC should identify the specific elements that meet or do not meet the guidelines in its Record of Decision.

Ms. Stroud noted the action alternatives this afternoon. The DRC should grant the application in Item DR-3-24, a request by Cameron Hudspeth, project architect with Richardson Design Partnership, LLC on behalf of CDA Hotel II, LLC, for a four-story hotel, to include a restaurant/ bar for hotel guests, conference/meeting room, fitness area, swimming pool/spa and surface parking be approved with or without conditions, or determine that the project would benefit from an additional DRC Meeting to review project changes in response to the first DRC Meeting or if it is deemed necessary based on all the circumstances.

Condition:

1. The proposed design shall be substantially similar to those submitted with Item DR-3-24.

Ms. Stroud concluded her presentation.

Chairman Messina opened the public hearing and swore in the applicants in all at once, there was no one from the public in attendance.

Applicant Testimony:

Parker Lange introduced himself, Drew Dittman with Lake City Engineering introduced himself and Adam Ford with the Richardson Design Partnership representing the applicant introduced himself.

Mr. Lange stated that Mr. Ford will address the project's compliance with the design guidelines. The site is 2.23 acres there are 105 guest rooms with 107 parking stalls. The site has significant grade changes throughout that drove the initial design with the parking lot.

Mr. Dittman stated he is the head designer on the project. He stated the left over remnants from the Garden Motel are still in this location and the foundations were removed. There are still existing chunks of asphalt. In the back corner of the property, there is a substantial grade difference of about 18 to 20 feet of grade as it goes up towards Emma and towards the vacated alley. This is what drove the layout of the hotel and trying to put the hotel in the corner and keep the parking out front towards Northwest Boulevard so we could utilize the grade to their advantage. There are existing curb cuts on site. There is one on Northwest Boulevard. They will remove that curb cut and relocate it further south along Northwest Boulevard, but keep the curb cut on Emma and there is one on Davidson that we be removed. There will be a 10-foot sidewalk and new street trees, new ADA parking, and an accessible route.

Mr. Ford stated the main entrance will be covered along with any storefronts. There will be an outdoor patio facing Northwest Boulevard with a nice covered entrance for the guests to drive up and check in.

Mr. Dittman commented that there are existing street trees along Northwest Boulevard on the sidewalk. They will be removing those and replacing them. There are 2 large Ponderosa pine trees on Emma. They would be considered grand scale trees. He spoke with Nick Goodwin, the Urban Fosterer for the City, and he is okay removing them because of the power lines there and they have issues with bark beetle and they would end up being in the way of the 10-foot sidewalk path on Emma. There will be parking lot landscaping between the outdoor patio area and the parking area. There are 105 rooms and we are required to have 1 stall per room. We are providing 107 stalls. We are also providing bicycle parking.

Mr. Ford commented that the parking lot standards must have screens with minimal landscape buffers. This project will have those buffers that will be 6 feet along Emma and Davidson. In addition to the landscaping buffer, the parking lot will also be screened with landscaping using evergreens, shrubs, trees and masonry walls. There are three existing street lights on Emma. These will remain. All of the internal parking lots lighting will be done with fully shielded parking lot lights. These will not exceed 18 feet in height. The building lighting will all be down lighting and wall sconces. The dumpster and trash will be enclosed and screened. The mechanical equipment will be on the roof and will be screened by the building facade. The entrance will be covered. The materials and the finishes will be stone and metal, with some fiber cement panels. There will be some simulated wood metal siding, this will be applied vertically. Part the requirements are that all the street facing facades have to have a minimum percentage of glazing at the street frontages. Along Emma Ave there will be 21% glazing and along Northwest Boulevard there will be above 20% for the glazing requirements. There is not a maximum building height in the C-17, but the maximum height of the building will be 55 feet. There will be no blank walls per the design guidelines. There will be canopies, glazing, and signage.

Chairman Messina asked regarding the blank wall requirement and the grade, how long are the two walls and is there any landscaping on Emma and Davidson?

Mr. Lange replied the one side of the blank wall is facing a vacated street.

Mr. Ford stated there will some setbacks on the back side facing Emma. There will be a 6-foot landscaping buffer, street trees, and shrubs.

Commissioner Lemmon asked about the vacated street. Is the street just going to stay there?

Mr. Dittman stated the street was vacated before the Marriott purchased the property. It is completely blocked off now. They do not own the whole thing; they only own the north half of the vacation. The southern half will stay.

Chairman Messina asked Ms. Stroud if the street will be a non-usable street in the future.

Ms. Stroud replied yes, it has been vacated.

Commissioner Snodgrass asked about the site plan and elevation changes. She noted there is significant elevation change on the east side of the property. Will there be the same elevation or will you be cutting into the slope to flatten it out a bit?

Mr. Ford replied they will be utilizing some of the existing slope to make up some of the difference.

Mr. Dittman commented that they have set the current elevation of the new building at the grade of the existing asphalt. The approach coming down from Northwest Boulevard will be tucked into the slope. We are not going to do a bunch of mass grading on the site.

Commissioner Lemmon asked if they will be using retaining walls at the property line.

Mr. Dittman replied yes, there will be a couple of retaining walls on the back side of the building on Emma because the grade on Emma is about 6% and they will have a wall that will chase that down.

Commissioner Lemmon asked if it will be a keystone wall.

Mr. Ford replied it will be concrete. Along Northwest Boulevard it will be a pre-manufactured wall and will look like stone.

Commissioner Snodgrass asked about the screening on the roof, will that be only facing northwest? Will there be an opportunity for anyone to be looking down from the street and see it?

Mr. Ford replied the roof will be 2 ½ feet above the street. No one should be able to see this from any street level.

Public Testimony:

None.

Commission Discussion:

Motion by Commissioner Chairman Messina, seconded by Commissioner Lemmon, to approve Item DR-3-24. Motion approved.

ROLL CALL:

| | | |
|------------------------|-------|-----|
| Commissioner Lemmon | Voted | Aye |
| Chairman Messina | Voted | Aye |
| Commissioner Snodgrass | Voted | Aye |
| Commissioner Priest | Voted | Aye |

Motion to approve carried by 4 a 0 vote.

ADJOURNMENT

Motion by Commissioner Lemmon, seconded by Commissioner Snodgrass, to adjourn the meeting.
Motion carried.

The meeting was adjourned at 12:46 p.m.

Prepared by Traci Clark, Administrative Assistant

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