Meeting Notes	
reFORM	reFORM Design Standards Subcommittee Meeting November 6, 2013; 11:30 a.m. County/City Building, Room 113
Members in Attendance:	Pat Anderson, Jon Carlson, Curt Donaldson, Tim Gergen, Dave Johnson, Rick Krueger, Don Linscott, Sam Manzitto, Michelle Penn, Dennis Scheer, Scott Sullivan, Lynn Sunderman, Zach White, Derek Zimmerman. Cathy Beecham, JoAnne Kissel absent.
Others Present:	Marvin Krout, David Cary, Ed Zimmer, Brandon Garrett, Christy Eichorn, Stacey Hageman, Michele Abendroth (Planning Department)

I. Welcome – David Cary

The meeting was called to order at 11:31 a.m.

II. Meeting Purpose and Materials – David Cary

Cary briefly reviewed the agenda for today's meeting. He noted that the main emphasis today is the building design standards. There is a feedback sheet on the building design standards for each member to complete.

III. Review of Center Standards – Brandon Garrett

Garrett reviewed the site designs that were completed by the committee members during the group exercise at the last meeting. Based on the feedback, one of the assumptions of 250,000 square feet made the exercise a little difficult.

Gergen stated that he would like to see a scenario like this with the new storm water design that might be imposed on us within the next year – also the new access management policy by Public Works. A lot of departments have their hands in how these sites are developed.

Sullivan stated that he is concerned about what we are setting up for the neighborhoods as most of the buildings are interior oriented. He is concerned that they will have the entrance on the pedestrian side and struggle how to bring people in on the parking side when the footprints aren't really that large. Most businesses can't have access on both sides for security reasons.

White stated that most times, someone won't start the site until they have the big box, and the box will want the parking out in front of them. He believes these standards don't make sense for B-2 and H-4. It seems that these are more regional mall standards. Who comes in first is going to dictate much of your layout.

IV. Corridor Standards Overview and Examples – Brandon Garrett

Garrett began the review of the corridor standards. We are proposing a full streetscape to make it more friendly for pedestrians. There is an 8' area for tree plantings to provide that separation and a sidewalk area. The build-to zone is where the front of the building needs to

fall within the first 20' from the streetscape. The build-to zone in a historical street wall illustrates where 50% or more of the frontage of a block face is developed at same line, we are recommending to continue that. The net frontage length for corridors is 60% of the net frontage length. For historical street frontage, if 50% or more of the frontage of a block face is developed with two feet or less side yards, then continue the pattern where you build side lot line to side lot line. For new construction, we are proposing no new automobile bay doors opening onto abutting sidewalks. For vehicular access, circulation, and parking, off-street parking and drive-through lanes are prohibited within the build-to zone between the building and the streetscape. He provided a few examples of how a few properties could redevelop.

Gergen stated that if we put the drive-through in the back, he believes there will be issues with the stacking distance. He would encourage the drive-through standards get revisited and look at those distances.

Krueger asked if these will be reviewed in Planning or Building & Safety. Garrett stated that the site plan review would be done in Planning. The building review would be done by Building & Safety. Krueger stated that you are adding a wheel to that process. Garrett stated that this is what we do with the Downtown Design Standards currently, and this would be the same process.

V. Building Design Standards Presentation – Stacey Groshong Hageman

Hageman began with reviewing the building design standards. She explained that Natural Grocers near 48th & O would meet the site design standards so they are looking at ways to make this design more pleasing and a better environment for the pedestrian. The building design standards consider major elements of the structure such as articulation, entrance design, transparency, building materials, and equipment screening.

The first consideration of the Building Design Standards is to which building façades these standards will apply. There are 3 types of building façades identified in the standards. A street façade is the face of a building within the build-to-zone of a street or pedestrian oriented route. An entrance façade is the face of a building that contains the principal entrance to the building. For centers, there are also standards that relate to arterial façades—or the face of a building that is within 100' and parallel to an arterial street. She presented drawings illustrating the building design standards for corridors and centers.

Hageman then reviewed the specific building design standards. The first standard is for articulation. The primary focus of articulation is to avoid long, monotonous building walls. In both corridors and centers, all street, arterial, and entrance façades that exceed 100' in length are required to incorporate articulation. This requirement is met by providing 2 or more of the following building features every 40 feet: changes in wall or roof plane with a depth or height of at least 2 feet; changes of color, texture, or material; columns, ribs, pilasters, or reveals at least 1 foot wide and 8 inches deep; window or door openings; or balconies, awnings, or canopies.

Krueger stated that it seems the Natural Grocers meets the standards. Hageman stated that it does not meet the building materials standards or the articulation standards.

The next design element of the Building Design Standards is entrance design. This element only applies in Centers. Principal entrances shall be clearly defined and distinguishable from the abutting street, pedestrian walkway or parking lot by incorporating three or more of the following design elements: architectural detailing such as brickwork or ornamental moldings; recesses or projections from the building façade with a minimum depth of 3 feet; parapet wall or roof raised a minimum of 3 feet above the adjoining structure; pilasters projecting from the building façade a minimum of 8 inches and/or architectural or decorative columns; arcades, colonnades, and galleries; awnings and canopies; integral planters or wing walls that incorporate landscape or seating; or display windows surrounding the entrance. She provided some local examples of businesses that meet these standards.

Sullivan asked about the entrance requirements for a business where the parking is in the back. Krout stated that it is required for one or the other. Johnson asked how you address that when the tenants are equal size in a strip mall. Krout stated that every premises would have an entrance façade. Typically you find some articulation at the entrance of strip centers, but this deserves more consideration.

Penn stated that these are so broad, she wondered how you could not meet these standards. She does not see it being too restrictive.

Hageman continued by explaining that another important building design element is transparency. For corridors, at least 50 percent of the area between 4 and 9 feet above grade of any street or entrance façade shall consist of windows, glass doors or other transparent building surfaces. Display windows that are at least 2 feet deep are permitted and may be counted toward the 50 percent transparency requirement. For centers, for pedestrian-oriented routes, the requirement is at least 70 percent of the area; for arterial facades without a public entrance, the requirement is at least 20 percent of the area; for all other buildings not located along the pedestrian-oriented route, the requirement is at least 50 percent of the area between 4 and 9 feet above grade of any entrance façade.

Sullivan provided an example regarding window boxes. The owner of the N Street Drive-In wanted to fill in the windows, but they pointed to the design standards. We put in window boxes for security reasons. Carlson stated that if the idea is to connect outdoor activity with indoor activity, the window boxes suggest the activity that happens inside. Sullivan asked if there are advertising limitations. Krout stated that the ordinance would read that you can have advertising in the window box. Sullivan stated that we need to allow them, but he asked how we keep the level of design high.

Johnson asked about the 4’ as it seems kind of high. Hageman stated that it is the same as the Downtown Design Standards. Johnson stated that he feels it is fine the way it is written.

Hageman then reviewed the proposed standards for materials. For corridors, street and entrance façades shall be constructed of at least 50 percent heavy materials or glass. For centers, arterial, street and entrance façades shall be constructed of at least 60 percent heavy materials or glass. For corridors, all other building façades shall be constructed of at least 20 percent heavy materials or glass. For centers, all other building façades shall be constructed of at least 30 percent heavy materials or glass. Proposed materials include: natural or manufactured stone; brick; precast concrete or concrete masonry units with integral finish/color; architectural grade metal panels or metal cladding; or other materials that are equivalent in appearance and durability. For corridors, non-durable materials such as EIFS and cement board are not allowed on the first 3 feet above grade of street and entrance façades. For centers, non-durable materials such as EIFS and cement board are not allowed on the first 3 feet above grade of arterial, street, and entrance façades. All building façades shall be designed to a similar level of detail and finish. The design of inconspicuous side and rear walls will be reviewed for approval on a case by case basis.

Krueger asked if painted cement block would meet the requirements. Krout stated that is an acceptable material.

Johnson about architectural grade precast concrete. Krout stated that is acceptable.

Johnson stated that he believes you should leave the door open to some gray concrete as it can be used very well.

Johnson asked if Planning will be reviewing these. Krout stated that Planning will review these standards. Sullivan asked if it comes to the Urban Design Committee if the Planning Department's decision is contested. Krout stated that is correct.

Next, Hageman reviewed the proposed parking standards. She noted that they are very similar to the Downtown Design Standards. Any ground-floor parking in structures shall be screened from public sidewalks. Parking structures shall be designed with the appearance of horizontal floors, concealing sloped floors or ramps visible on street facades. Entrance and exit ramps may be visible through openings on the ground floor. Materials for parking structures shall be compatible with materials of the main building.

Hageman explained that the proposed equipment screening requirements state that ground level and rooftop mechanical equipment and trash and storage areas shall be screened with materials compatible with the main walls of the building so they are not visible from abutting streets and residential properties.

Sullivan asked about rooftop mechanical equipment. He does not disagree with the concept as there are some unsightly designs. He does not know what the answer is, but it will be a huge burden. One concept that comes to mind is some relationship on where it is on the roof to the edge of the building.

Sullivan asked how Natural Grocers does not meet the design standards. Hageman stated that it does not meet the transparency requirement, the materials requirement, it does not have a durable base, and the electrical equipment is not screened.

Johnson asked if multiple electrical boxes are included in the screening requirement. It is hard to screen electrical. A lot of times there is no say in where the transformer goes. Krout stated that they have not been clear on that, so they will need to clarify that. Johnson stated that the electrical service entrance should not be on the arterial street front or the pedestrian-oriented route. Scheer asked if it would be possible to add some language to coordinate that with LES so that you get people's attention.

Krueger stated that some of this is dictated by the standards of not having access to more than two sides of the building. We do have some ability to maneuver transformers, but he can see why Natural Grocers did what they did and it seems logical to him. Krout stated that we are not trying to dictate taste or style. We are not trying to get the best, but to raise the bar. Krueger stated that you are raising the bar of insurmountability on these smaller pieces especially. Krout stated that we did try to have somewhat of a lesser standard for corridors. Eichorn stated that it is important to note that this only applies to B-3 and H-2. There is still H-3 and Industrial, so for those shops that can't or don't want to meet those standards, there are still places where they can locate. The point of these standards is to look at the areas where you expect to have pedestrian connectivity, where you want to see people walking around. It is not the whole city, it is just certain corridors. Sullivan asked if these standards would apply to the area where Natural Grocers is. Garrett stated that is in in H-2 so they would apply. Penn stated she agrees that the areas identified on the map are areas that deserve some special attention. Sullivan stated that when he thinks about Natural Grocers and the context of the neighborhood, he questions if that is the right location. Krout stated that there are in between types of cases where we need to be more flexible and realize that the prototypical solutions may not work. There are situations that may not fit one or the other, but there is a design solution that is better than what we have seen occur otherwise.

Johnson stated that there are really two different types of corridors, those that have on-street parking and the Natural Grocers types where there is no on-street parking. Hageman stated that we do have standards that address those things. The requirements are different for the historical street wall and historical street frontage. We also have our standard for orientation toward the street. For corridors, on lots 150' deep or less, you have to orient to the street, but for lots deeper than that, you don't have to.

VI. Building Design Standards Feedback Sheet - Committee

Cary asked the Committee members to complete their feedback sheet and give it to a staff member.

VII. Public Comments

There were no public comments.

VIII. Wrap Up

Cary noted that the next Design Standards Committee will be on November 20.

Cary thanked the members for their attendance.

The meeting was adjourned at 1:02 p.m.

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