



TRANSMITTAL MEMORANDUM

TO:

City of Ann Arbor
Planning & Development Services
301 East Huron Street
Ann Arbor, Michigan

PROJECT: 2018-30

University of Michigan Credit Union
Huron Street Branch
340 East Huron Street
Ann Arbor, Michigan

We transmit: ☐ Enclosed ☒ Hand Carried Via: ☐ UPS ☐ U.S. Mail ☐ Next Day ☐ Faxed ☒ Email

For your: ☐ Approval ☐ Review + Comment ☐ Use, Records, or Information

THE FOLLOWING:

COPIES	DESCRIPTION	DATED
1	City of Ann Arbor Design Review Application	11/13/2019
9	University of Michigan Credit Union Huron Branch Design Review Packet	11/13/2019

(If enclosures are not as noted, please inform us immediately.)

It is possible there may be some variation between any transmitted drawings and the existing built spaces they represent. All designers and - contractors are responsible for field verification of all dimensions and conditions that may affect their work.

If the items transmitted include electronic media, the recipient is advised of the following: Because data stored on electronic media can deteriorate or be modified without detection and without the knowledge or consent of the originating entity, Daniels and Zermack Architects, LLC cannot and does not warrant the integrity of the electronic files transmitted. By acceptance and use of the enclosed media, the recipient agrees that Daniels and Zermack Architects, LLC will not be held liable for the completeness or correctness of the transmitted files. It shall be the responsibility of the recipient to check the electronic files against the original hard copy to ensure conformance and accuracy. In the event the recipient makes revisions to the electronic data, Daniels and Zermack shall not be held liable for any altered drawings produced as a result of said revisions.

Remarks:

PDF of packet to follow via email.

cc: File

DANIELS AND ZERMACK ARCHITECTS, LLC

BY:

DATE:

11/13/2019



City of Ann Arbor

PLANNING & DEVELOPMENT SERVICES — PLANNING DIVISION

301 East Huron Street | P.O. Box 8647 | Ann Arbor, Michigan 48107-8647
p. 734.794.6265 | f. 734.994.8312 | planning@a2gov.org

Ann Arbor Design Review Board

Procedures and Application

Please follow the procedures described below and complete the application included on these sheets for presentation to the Ann Arbor Design Review Board. These procedures, requirements and application may be revised – check with the Planning Division for updates.

Procedures – Many downtown projects are required to first present the project to the Ann Arbor Design Review Board. These projects include:

- Projects in the D1 or D2 zoning district, or located within the Downtown Development Authority boundary zoned or proposed to be rezoned PUD, and
 - Not in a historic district, and
 - Proposes an increase in floor area, and
 - Is a site plan for City Council approval, a PUD site plan, a site plan for Planning Commission approval, a planned project site plan, or administrative amendment to an approved site plan that includes significant building façade changes.
1. **Optional Pre-Application Meeting.** Potential petitioners have the option to meet with planning staff for a courtesy pre-application meeting to review the Downtown Design Guidelines and application procedures and requirements. Contact the Planning Division to schedule a pre-application meeting if desired.
 2. **Submittal and Filing Deadline.** Submit all completed forms and required materials, plans and supporting documents, along with the required fees, to the Planning Division by the filing deadline for the desired meeting, generally about four weeks prior to a meeting date. See the Design Review Board calendar for all filing deadlines in this fiscal year.
 3. **Notices.** Required notices will be prepared and distributed by City staff. Direct mailings will be sent to all property owners and residents within 500 feet of the project. Email notifications will be sent to all subscribers. A note will be posted on the City website.
 4. **Packet Distribution.** Staff will prepare an informational packet for the Design Review Board with the materials, plans and supporting documents provided. A meeting agenda and packets for each project on the agenda will be electronically distributed to Board members. Paper packets for Board members will be available for pickup at the Planning Division. Packets not picked up prior to the meeting will be distributed at the meeting. Petitioners will be electronically sent an agenda and a copy of their project's packet only.
 5. **Board Meeting and Project Presentation.** The Design Review Board meets on the third Wednesday of each month (subject to change). Applicants may give an informal

presentation up to 10-minutes. The Design Review Board will then have a dialogue with the project design team to discuss consistency with the Downtown Design Guidelines.

6. **Report.** Following the Design Review Board meeting, a report of the Board's discussion will be prepared. A copy of the report will be electronically sent to the petitioner and posted on the City website. If a site plan petition is submitted for review and approval, a copy of the report will be included in the site plan petition staff report packet to the Planning Commission and City Council.

Application Materials

Applicants are responsible for preparing and providing all materials for application and presentation to the Design Review Board. The following items must be provided in the required format in order for a project to be accepted for discussion by the DRB.

Required Information:

- Completed Application Form
- Site plan of proposed project including lot lines, proposed building footprint, walkways, driveways and curb cuts, landscape areas and other site improvements.
- Floor plan(s) of proposed building
- Elevations of every side of the proposed building, including identification of proposed materials and colors
- Ground level and upper level sections
- Photographs or massing drawings of surrounding site context
- Any other supporting materials you wish to provide which show or help explain how the design concept responds to the Downtown Design Guidelines

Required Format:

- All drawings must be at least at the preliminary design stage.
- All drawings must be scalable and provided on 11" x 17" paper.
- Submit 9 sets of all required materials.
- Submit 1 PDF file containing all required materials, up to 15 megabytes. This single PDF file can be emailed to a city planner or planning support specialist, or provided on a memory stick or disc. If the file size will exceed 15 MB, divide the file into two or more smaller files attached to the same email or saved on the same device. Materials sent "piecemeal" or in separate transmittals will not be accepted. Materials which require special software to view will not be accepted.
- Bring at least one set of full size drawings to the Design Review Board meeting.

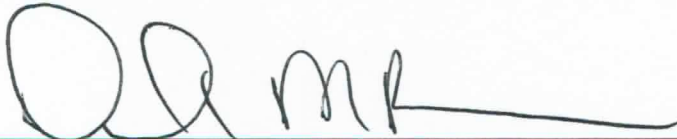


City of Ann Arbor

PLANNING & DEVELOPMENT SERVICES — PLANNING DIVISION

301 East Huron Street | P.O. Box 8647 | Ann Arbor, Michigan 48107-8647
p. 734.794.6265 | f. 734.994.8312 | planning@a2gov.org

Ann Arbor Design Review Board Application

Section 1: General Information	
Project Name:	University of Michigan Credit Union Branch Renovation
Project Location and/or Address:	304 East Huron Street
Base Zoning District, Character Overlay District, and Building Frontage Designation:	Zoning Code D1 Character Overlay Area 5 Midtown Frontage: South Division Street secondary: East Huron Street secondary: East Washington Street
Type of Site Plan Petition (check):	<input type="checkbox"/> Site Plan for City Council approval <input type="checkbox"/> Site Plan for Planning Commission approval <input type="checkbox"/> PUD Site Plan <input type="checkbox"/> Planned Project Site Plan <input checked="" type="checkbox"/> Administrative Amendment with façade change
Developer:	University of Michigan Credit Union
Property Owner:	University of Michigan Credit Union
Property Owner's Signature:	
Developer's interest in property if not owner:	No Developer

Design Team (include all individuals, firms and groups involved):	Owner: University of Michigan Credit Union DeAnne Ramos, VP OF BRANCH OPERATIONS & FACILITIES Architect: Daniels and Zermack Daniel Whisler Engineering: SDI Structures Paul Dannels MEP: SES Engineering Theresa Card
Contact Person (name, phone number and email of one person):	Owner: University of Michigan Credit Union DeAnne Ramos VP OF BRANCH OPERATIONS & FACILITIES Phone: (734) 662-8200 Ext. 2760 dramos@umcu.org

Section 2: Project Details

Project Specifics:	<p>Site size (sq. ft.): <u>49,578 square feet</u></p> <p>Total floor area (sq. ft.): <u>84,924 square feet</u></p> <p>Number of stories: <u>3 stories</u></p> <p>Building Height (ft.): <u>Finished First Floor to Parapet - 37'-8"</u></p> <p>Ground floor uses: <u>Credit Union Branch and Business Offices</u></p> <p>Upper floor uses: <u>Credit Union Business Offices</u></p> <p>Number dwelling units: <u>None</u></p> <p>Number off-street parking spaces: <u>33 space / 2 ADA Spaces</u></p> <p>Open space (sq. ft.): <u>1,937 Proposed Entry Plaza</u></p>
---------------------------	--

On a separate sheet(s), please address each of the following in separate statements:

2a. Brief description of design concept (what the project/structure looks like).

2b. Brief description of development program (intended uses, known or possible tenants, etc.)

Section 3: Project Design

On a separate sheet(s), please address each of the following in separate statements:

- 3a. Describe the context of the site.
- 3b. Is there an inspiration or a theme for the design concept? Describe.
- 3c. Describe how the project responds to the Design Guidelines for its Character District.
- 3d. Describe how the project responds to the Design Guidelines for Context and Site Planning.
- 3e. Describe how the project responds to the Design Guidelines for Buildings.
- 3f. Describe how the project responds to the Design Guidelines for Building Elements.
- 3g. If desired, note any other important elements, features or design concepts not covered above that will help the Design Review Board understand how the project fosters excellence in the design of the built environment of downtown Ann Arbor, the overarching goal of the Downtown Design Guidelines.



University of Michigan Credit Union
Huron Street Branch
340 East Huron Street
Ann Arbor, Michigan

Ann Arbor Design Review Application Additional Statements

- **2a) Brief Description of Design Concept (what the project/structure looks like)**
The proposed project is a renovation of an existing building within the D1 Zoning District. Work is limited to the southern end of building where existing loading dock is located. The goal is to renovate an underutilized former printing press bay and provide windows into Credit Union Branch from intersection to enliven and activate the pedestrian experience where there is currently an opaque condition.
- **2b) Brief Description of Development Program (intended uses, known or possible tenants, etc.)**
The existing building contains Credit Union Business Office functions. The renovation on the main floor is to provide an open plan Credit Union Branch downtown for the University of Michigan community, and third story infill space for support conference and open office space.
- **3a) Describe context of the site**
The site is located at the southwest intersection of Huron Street, and South Division Street, and is on the border of the Midtown and East Huron 2 Character Overlay. Contextually, the area is home of significant Ann Arbor buildings as well as new multi-residential buildings. Much of the building footprint remains unchanged, and the proposed renovation is focused to areas of the building that are subordinate to the original Albert Kahn historically significant building and provide opportunity to engage at a pedestrian level.
- **3b) Is there an inspiration or a theme for the Design Concept? Describe**
The proposed renovation is modeled after recent renovations by the University of Michigan Credit Union, have established a brand identity that promotes an inviting open environment, and the same idea is proposed here.
- **3c) Describe how the project responds to the Design Guidelines for its Character District**
The proposed renovation has minimal impact overall to the District Characters that it borders, as the new construction does not change the physical impression to the street. The concept opens a Mid-block pedestrian path to a new entry and proposes a new identity toward the pedestrian center of campus and the State Street business area. Also, the area of construction is part of the previous newspaper loading dock, the design proposes changing an unsightly, unutilized, utility area, into a welcome green space.
- **3d) Describe how the project responds to the Design Guidelines for Context and Site Planning**
The Context and Site Plan for the most part remains the same, the building footprint does not change, and the general Site Plan remains the same. The Historically significant portion of the building designed by Albert Kahn and built in 1936 will remain as is, as to not impact its presence.

in the context. The proposed design utilizes previously opaque, manufacturing portions at subsequent building additions, and creates pedestrian engagement to the street, and at mid-block opens an entry plaza separate from the sidewalk traffic and existing on-site vehicular traffic and parking areas.

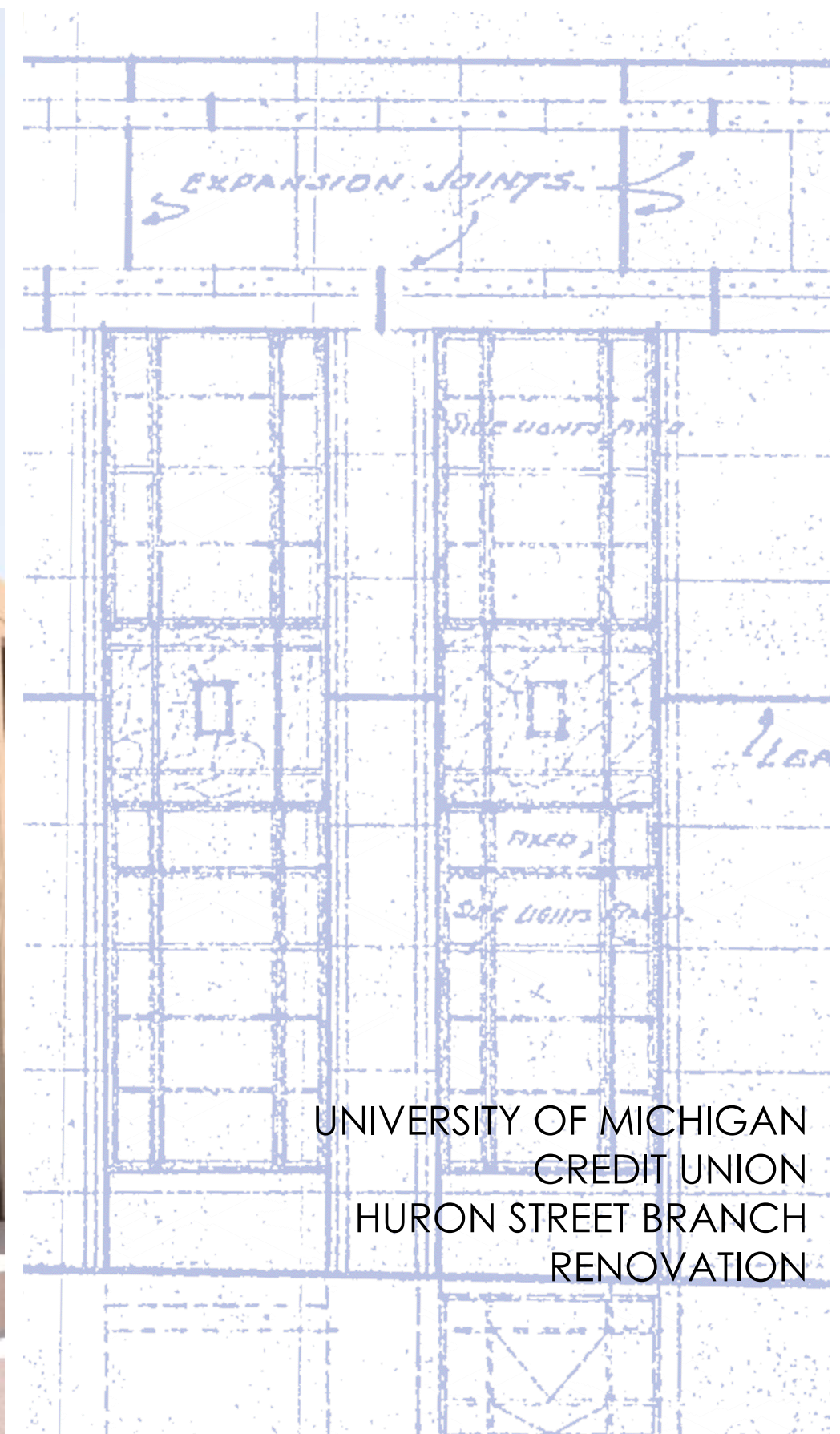
- **3e) Describe how the project responds to the Design Guidelines for Buildings**

The new areas of the building naturally follow Design Guidelines by bringing entry plazas to human scale and transparency to pedestrian traffic to the direction of UMich campus and the State Street Business Center. The proposed entry plaza replaces an existing loading ramp starting at existing grade to create a natural accessible circulation to the main level. Creating transparency in an existing imposing wall will bring the Credit Union's sense of an open, welcoming spirit to the University and downtown community.

- **3f) Describe how the project responds to the Design Guidelines for Building Elements**

As mentioned, the building footprint remains the same and the historically significant origins of the overall building are literally the cornerstone and remain solid in its contribution to the context. The proposed renovations are all truly elements of scale, materials, and movement at a pedestrian level to create a portal into a previously unwelcoming addition to the original building. The Credit Union's brand identity includes framing the openness into the lobby and offices, and the use of the same color and materials draw the pedestrian to the new entry plaza, off the street circulation. All these elements help to break the fortress feel of the manufacturing portion of the building.

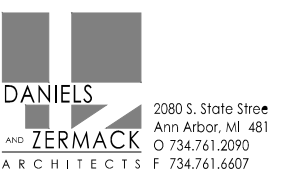
- **3g) If desired, note any other important elements, features or design concepts not covered above that will help the Design Review Board understand how the project fosters excellence in the design of the built environment to downtown Ann Arbor, the overarching goal of the Downtown Design Guidelines.**

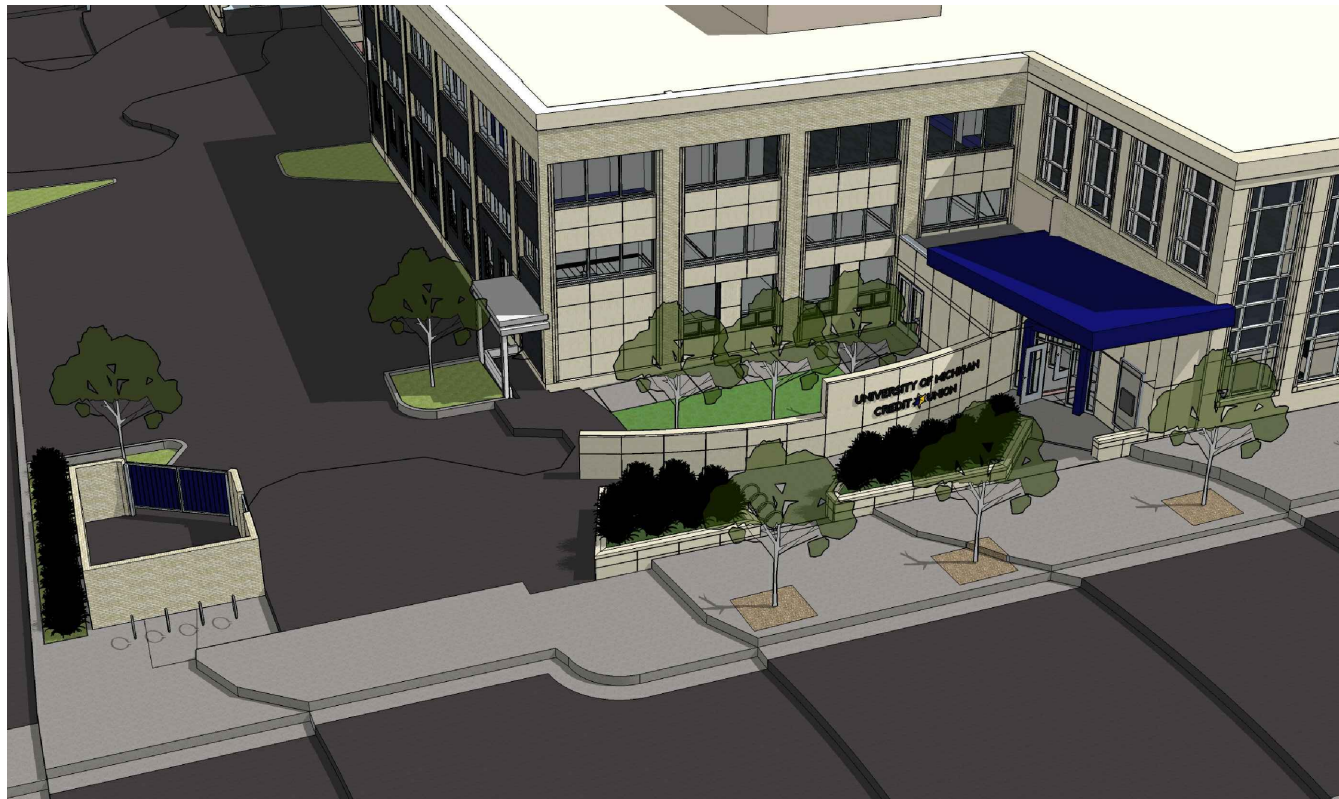


UNIVERSITY OF MICHIGAN
CREDIT UNION
HURON STREET BRANCH
RENOVATION

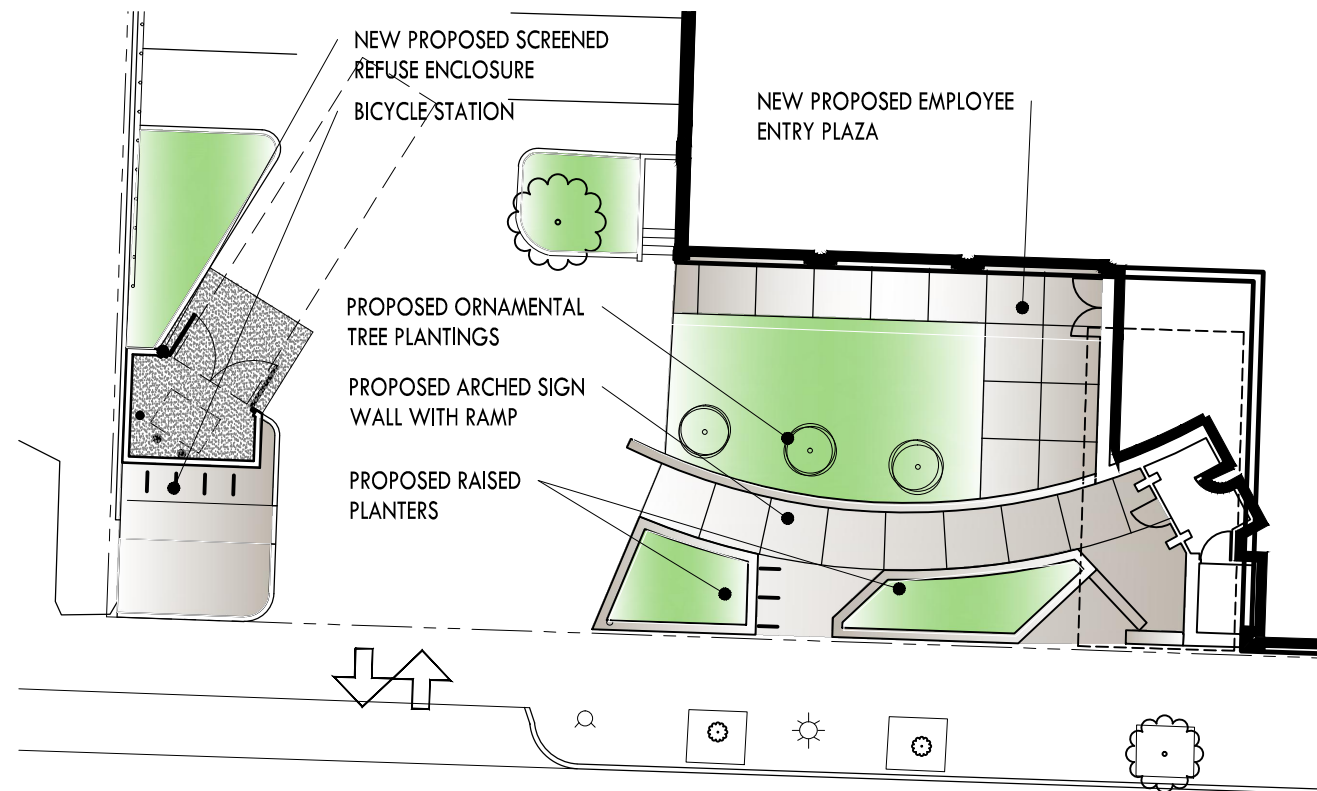


UNIVERSITY OF MICHIGAN
CREDIT UNION
HURON STREET BRANCH

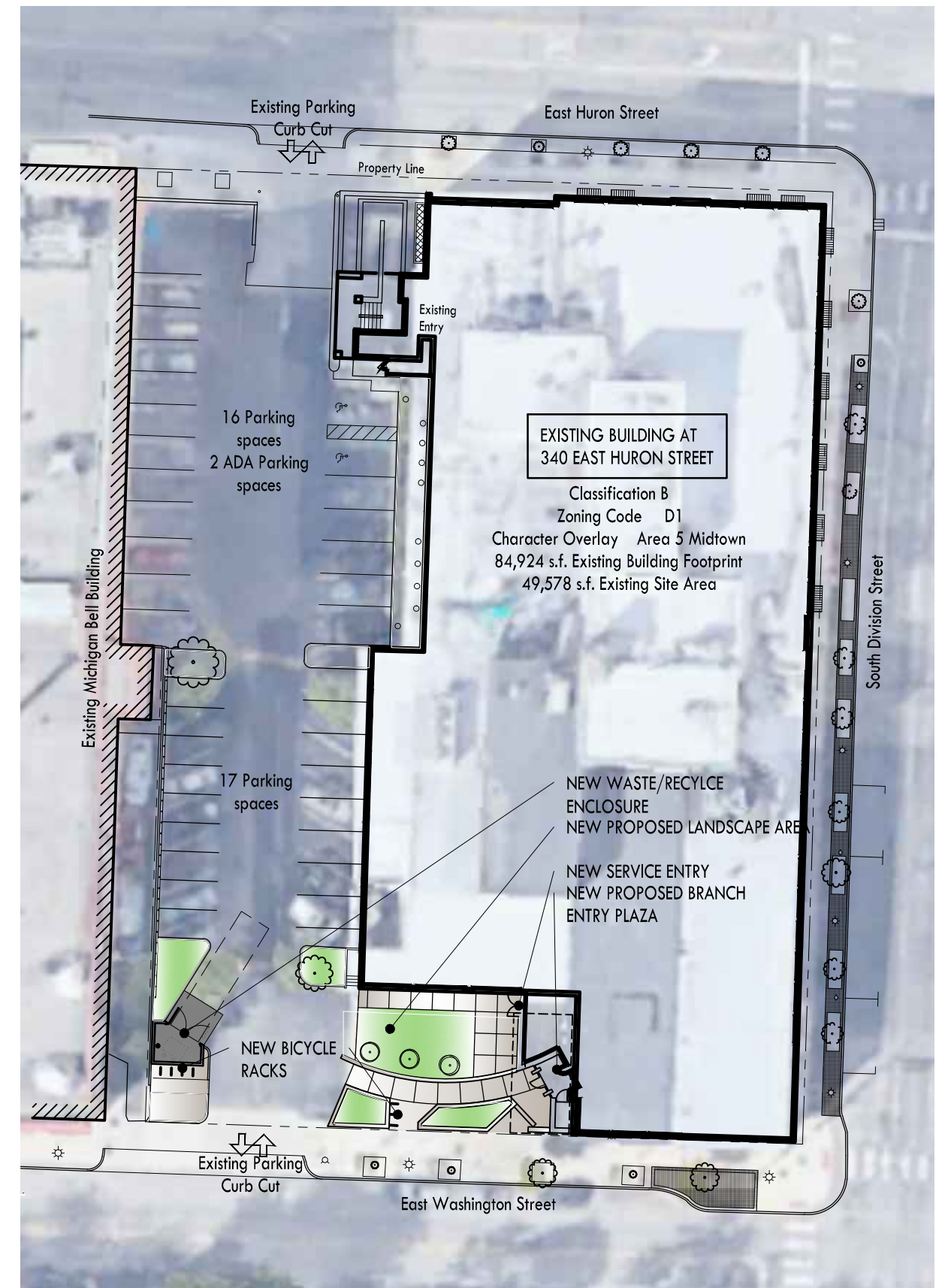




ENTRY DETAIL AERIAL
NOT TO SCALE



ENTRY DETAIL
SCALE: 1" = 20' - 0"

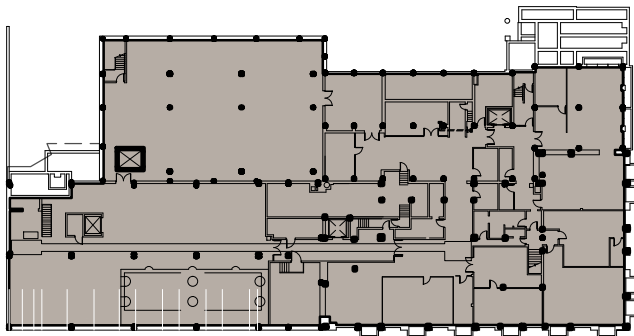


SITE PLAN
SCALE: 1" = 40' - 0"

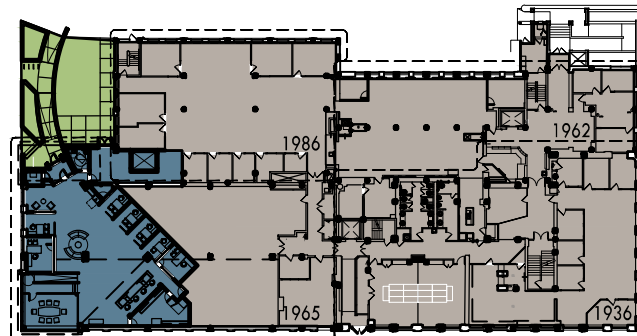


UNIVERSITY OF MICHIGAN
CREDIT UNION
HURON STREET BRANCH

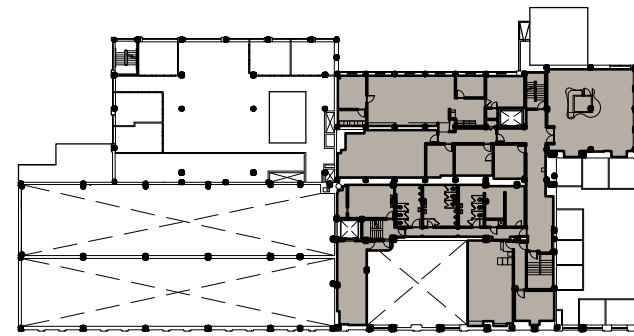




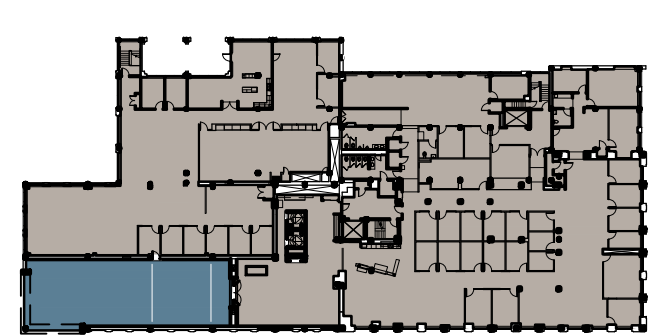
BASEMENT PLAN
FOR REFERENCE



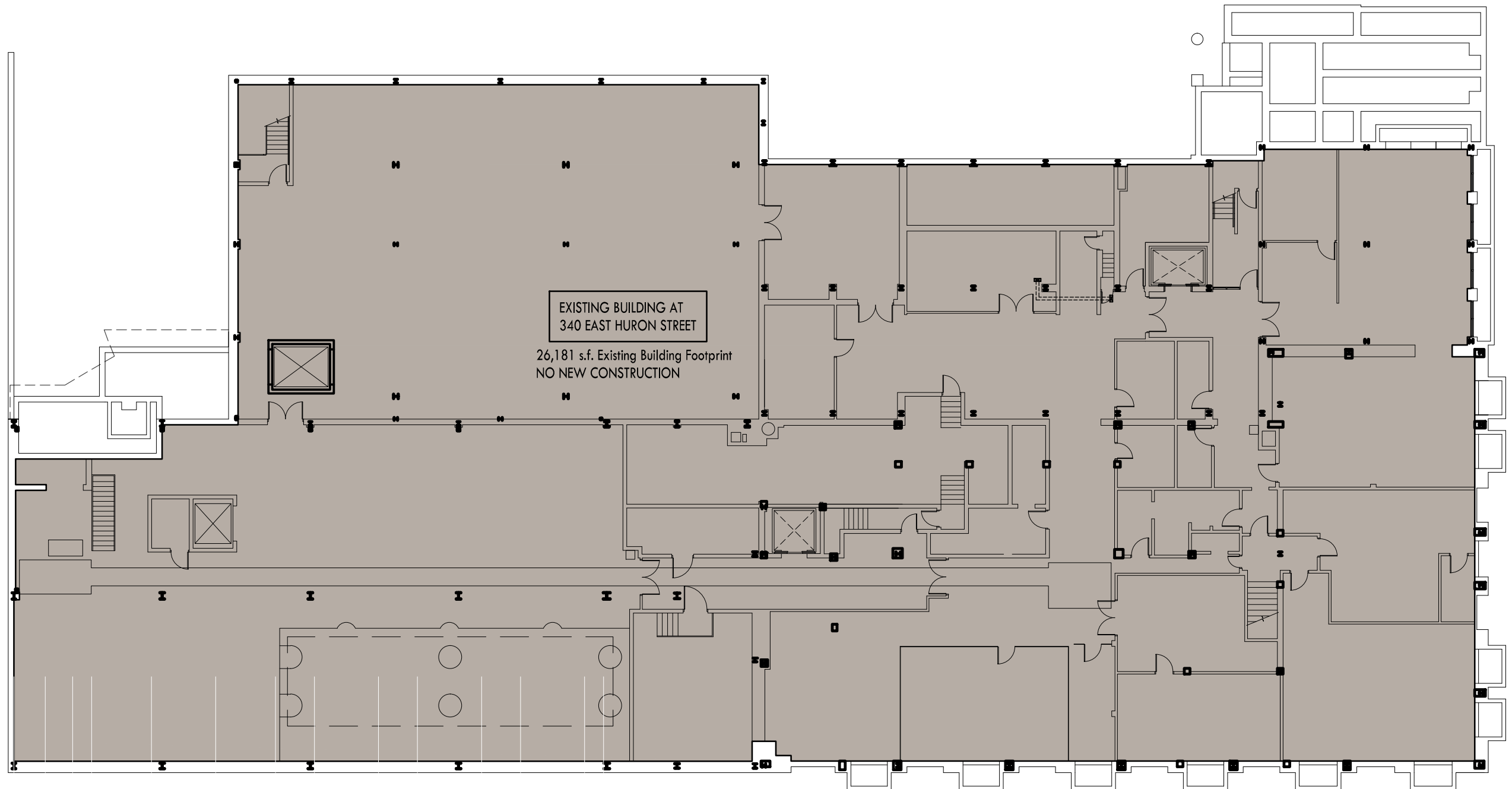
FIRST FLOOR PLAN
FOR REFERENCE



SECOND FLOOR PLAN
FOR REFERENCE



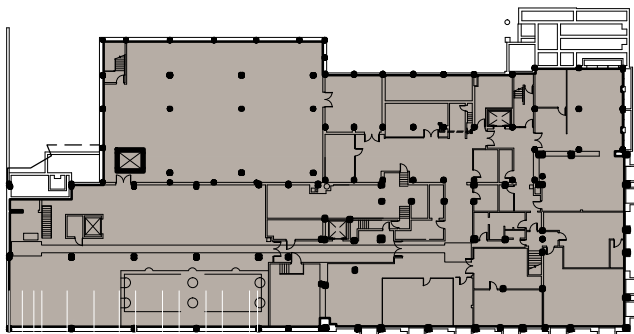
THIRD FLOOR PLAN
FOR REFERENCE



UNIVERSITY OF MICHIGAN
CREDIT UNION
HURON STREET BRANCH

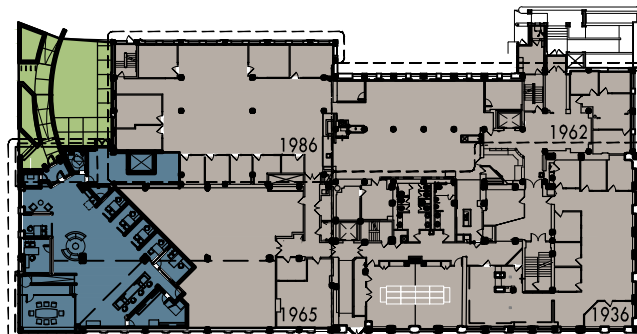
BASEMENT PLAN
SCALE: 1" = 20' - 0"





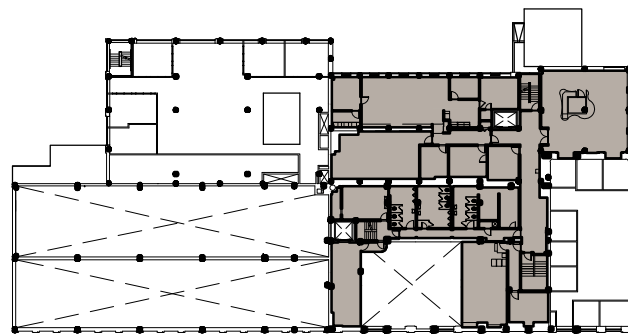
BASEMENT PLAN

FOR REFERENCE



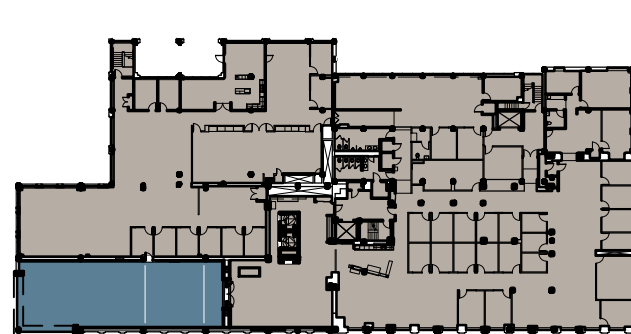
FIRST FLOOR PLAN

FOR REFERENCE



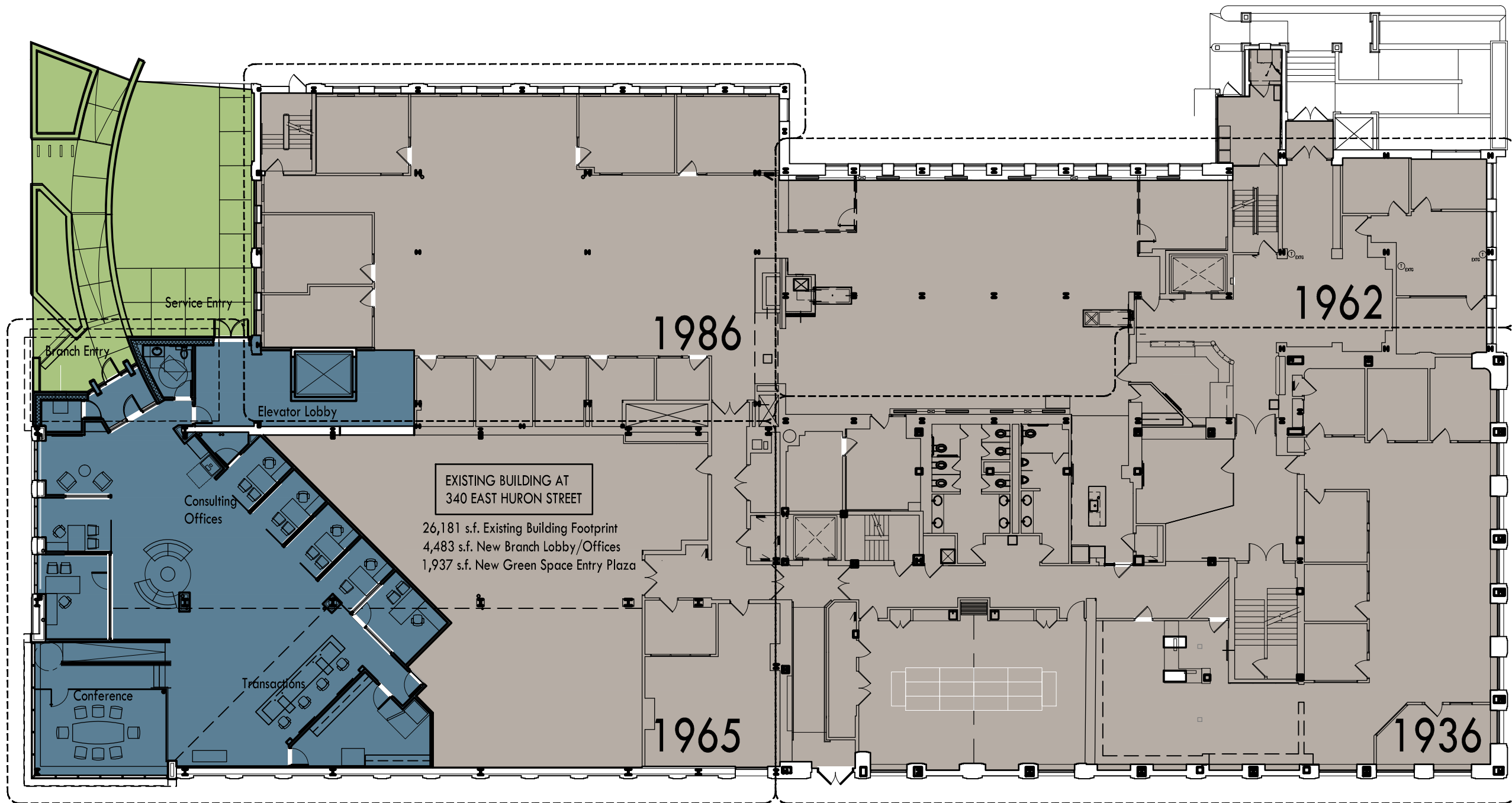
SECOND FLOOR PLAN

FOR REFERENCE



THIRD FLOOR PLAN

FOR REFERENCE

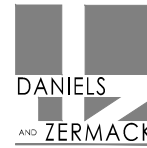


UNIVERSITY OF MICHIGAN
CREDIT UNION
HURON STREET BRANCH

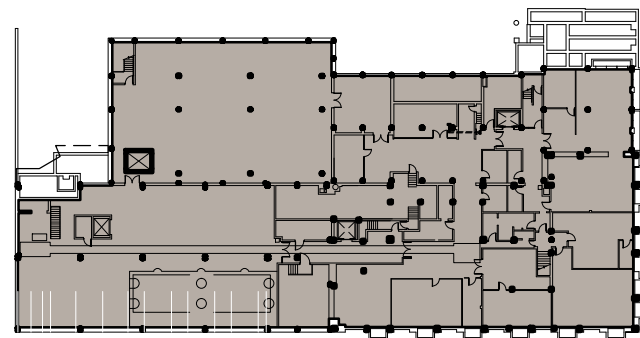
FIRST FLOOR PLAN

SCALE: 1" = 20' - 0"

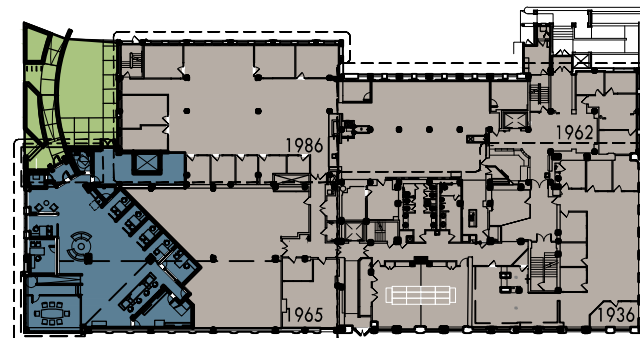
NORTH



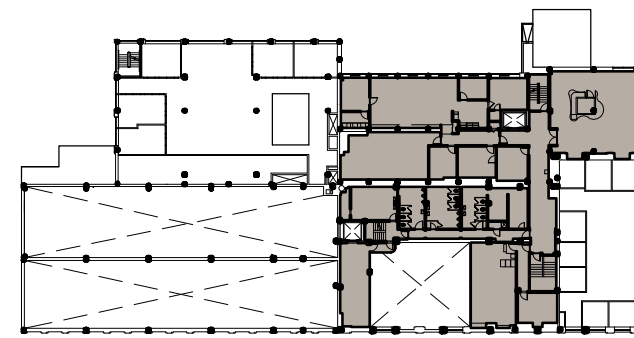
2080 S. State Street
Ann Arbor, MI 481
O 734.761.2090
F 734.761.6607



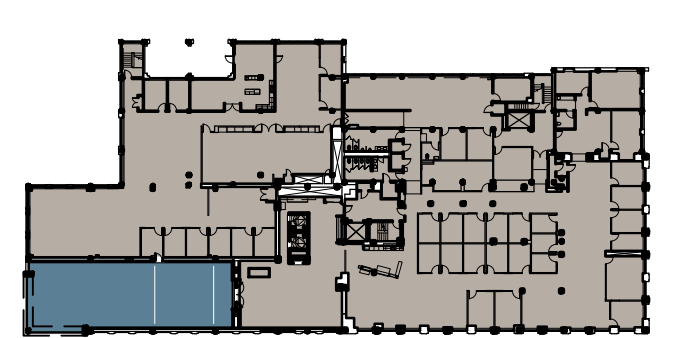
BASEMENT PLAN
FOR REFERENCE



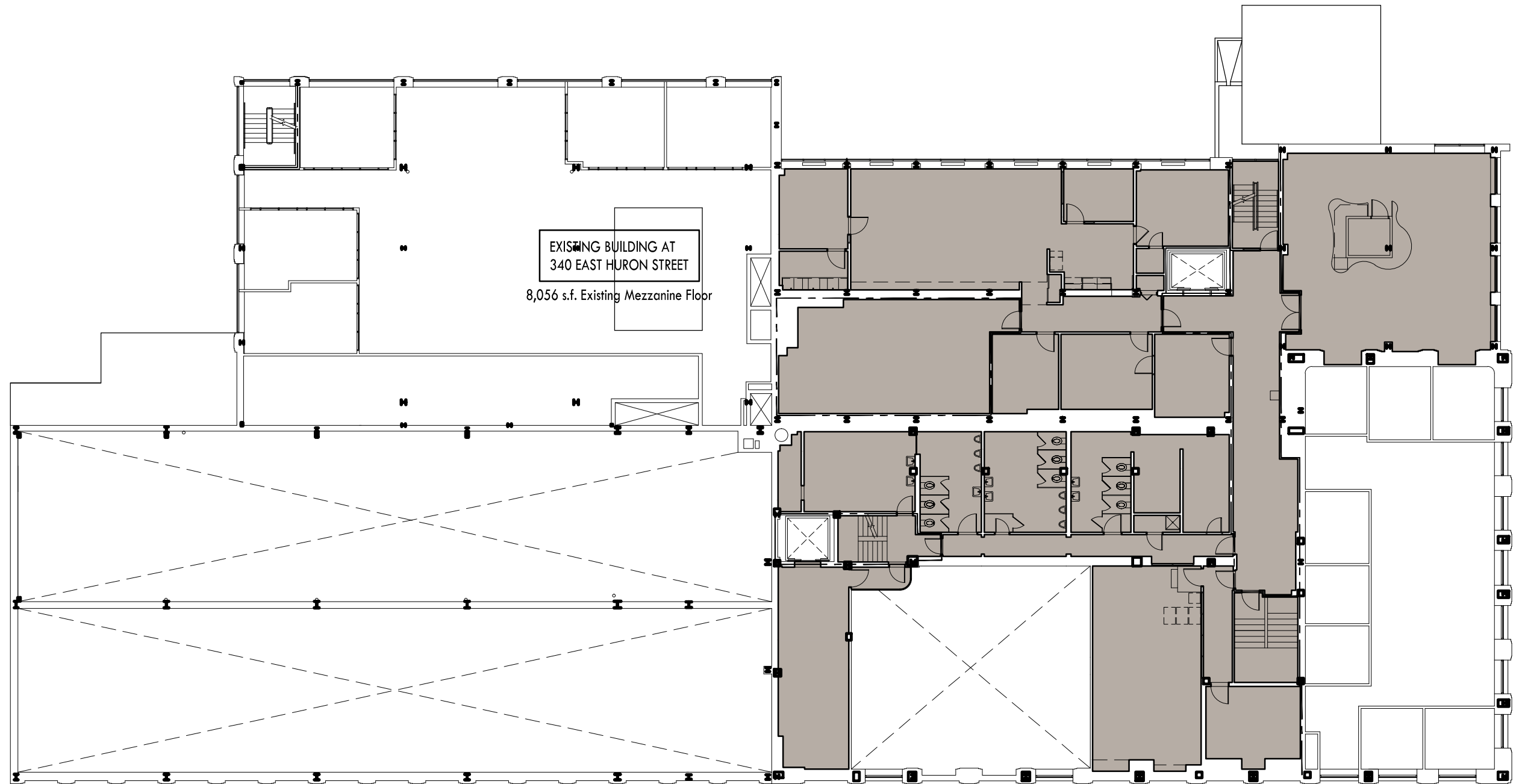
FIRST FLOOR PLAN
FOR REFERENCE



SECOND FLOOR PLAN
FOR REFERENCE

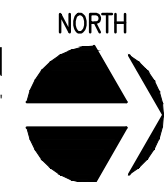


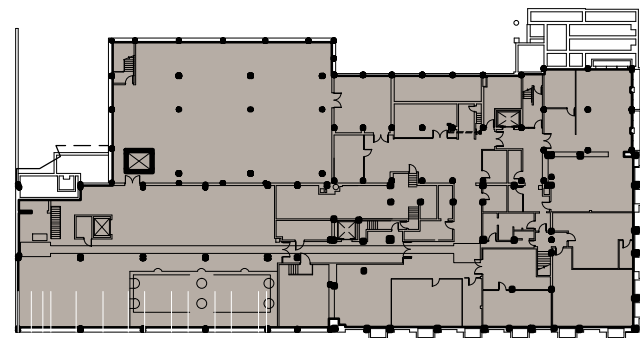
THIRD FLOOR PLAN
FOR REFERENCE



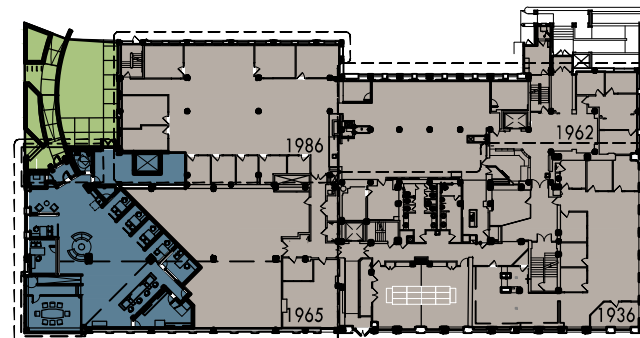
UNIVERSITY OF MICHIGAN
CREDIT UNION
HURON STREET BRANCH

SECOND FLOOR PLAN
SCALE: 1" = 20' - 0"

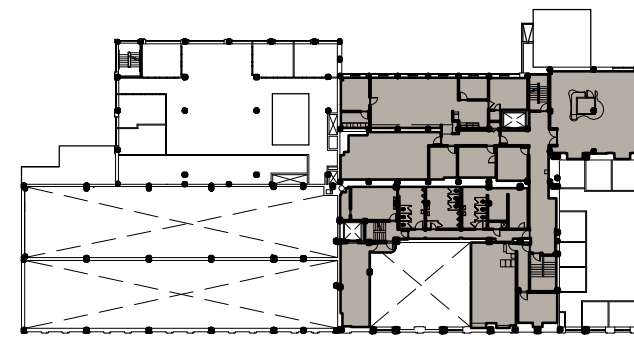




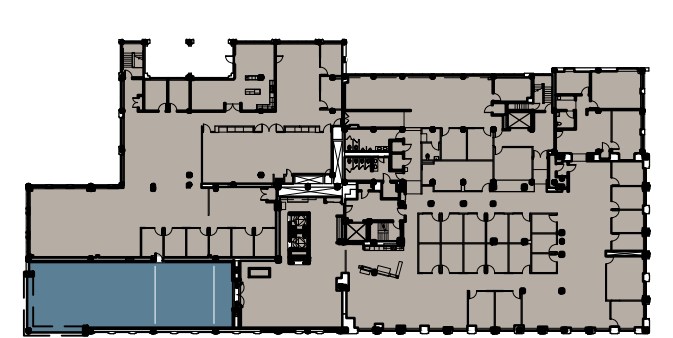
BASEMENT PLAN
FOR REFERENCE



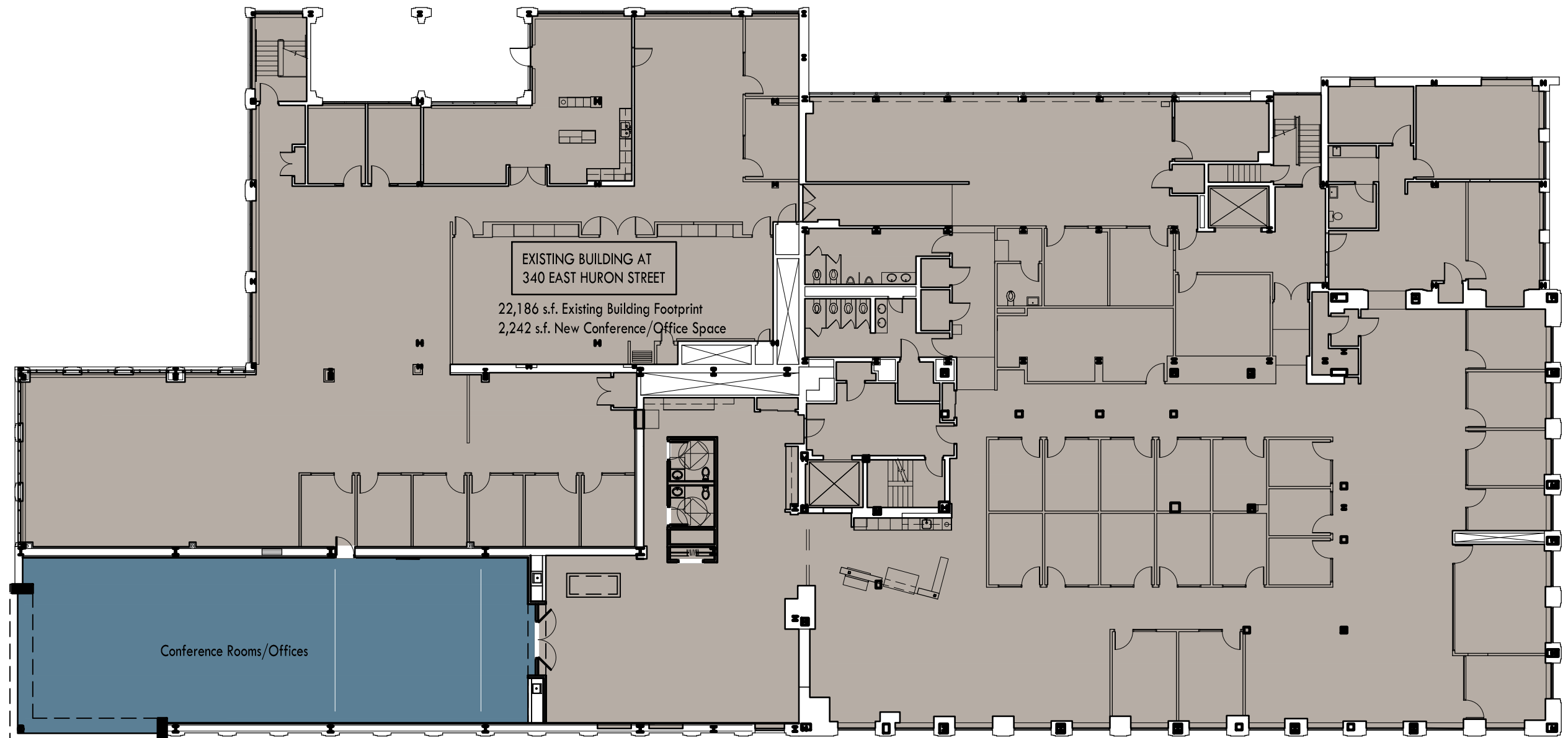
FIRST FLOOR PLAN
FOR REFERENCE



SECOND FLOOR PLAN
FOR REFERENCE



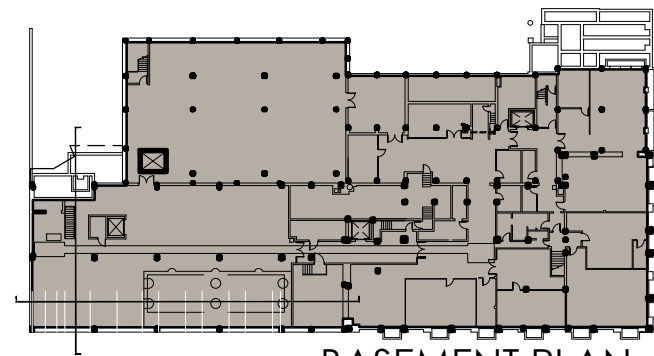
THIRD FLOOR PLAN
FOR REFERENCE



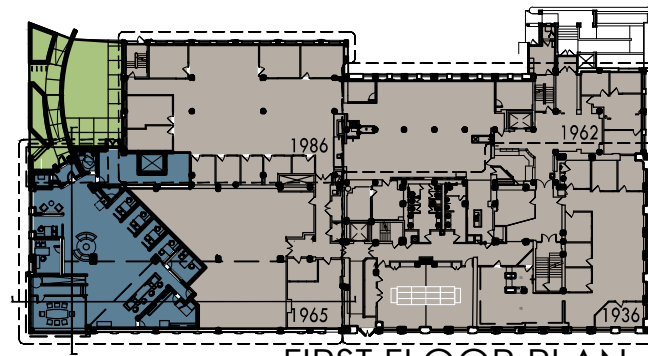
UNIVERSITY OF MICHIGAN
CREDIT UNION
HURON STREET BRANCH

THIRD FLOOR PLAN
SCALE: 1" = 20' - 0"

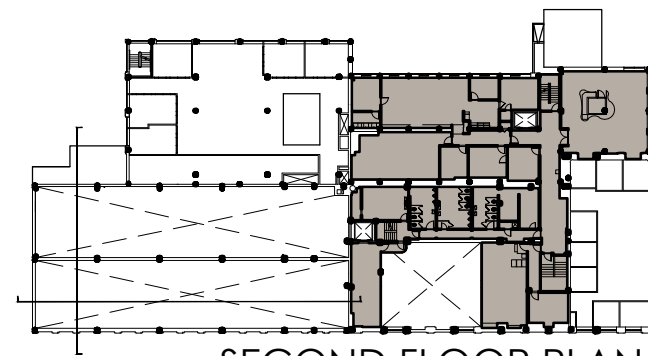




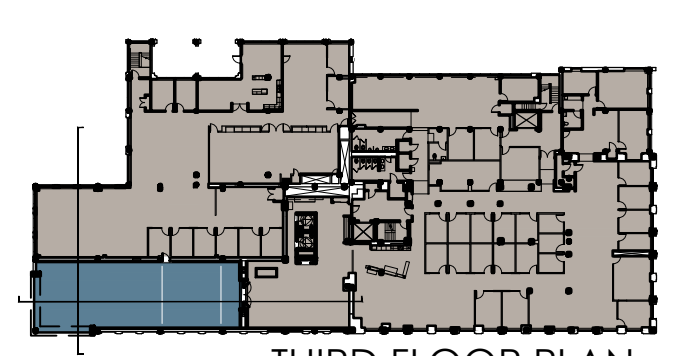
BASEMENT PLAN
FOR REFERENCE



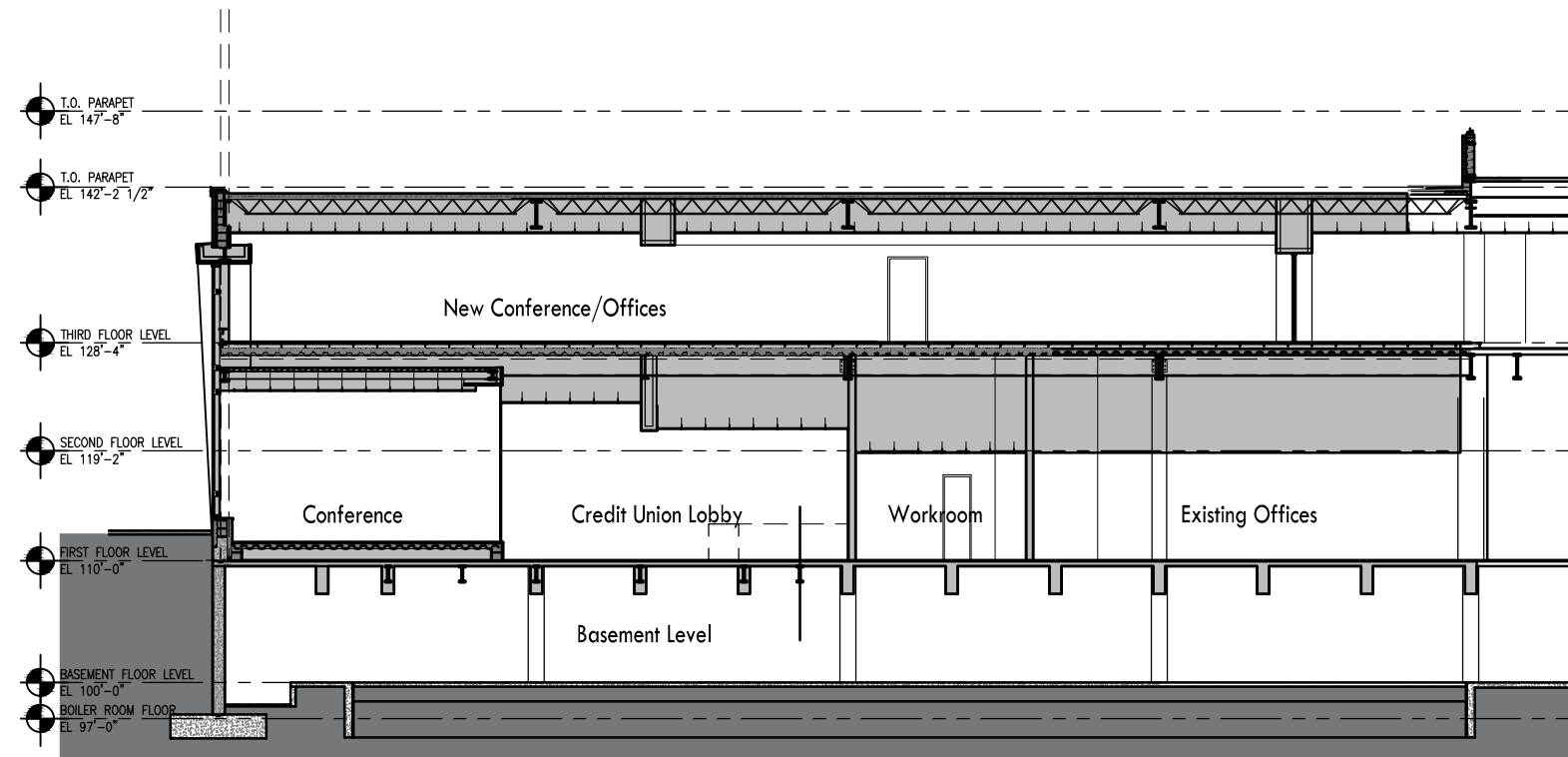
FIRST FLOOR PLAN
FOR REFERENCE



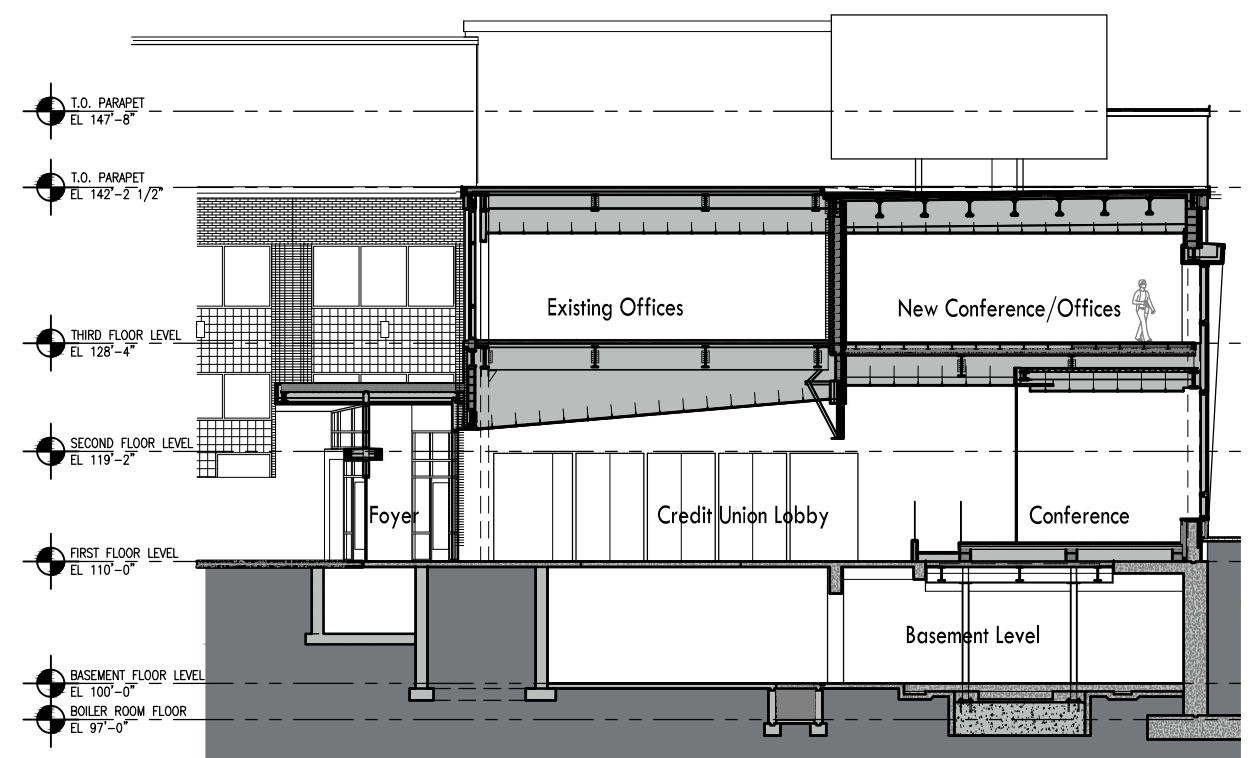
SECOND FLOOR PLAN
FOR REFERENCE



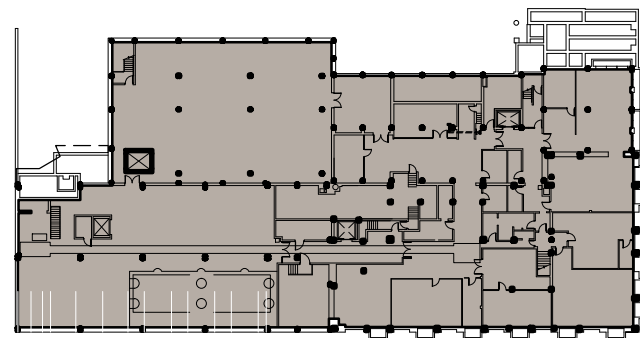
THIRD FLOOR PLAN
FOR REFERENCE



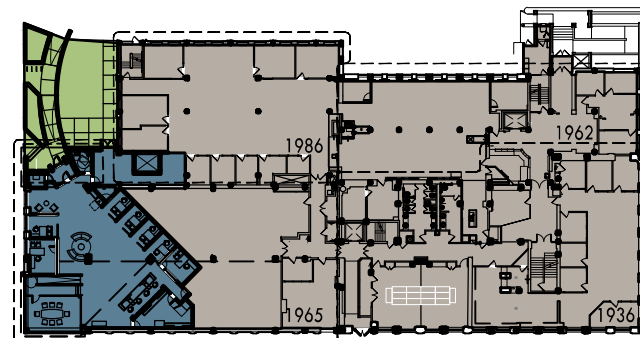
NORTH/SOUTH SECTION
SCALE: 1/16" = 1' - 0"



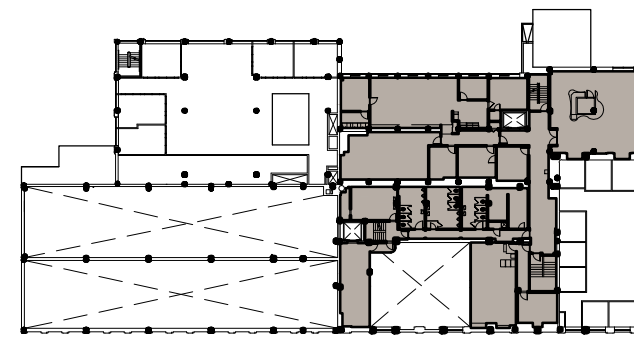
EAST/WEST SECTION
SCALE: 1/16" = 1' - 0"



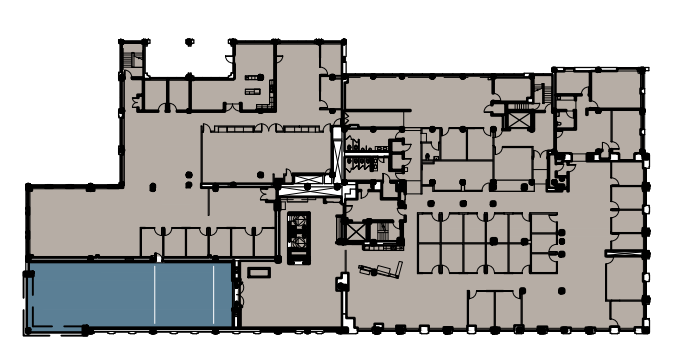
BASEMENT PLAN
FOR REFERENCE



FIRST FLOOR PLAN
FOR REFERENCE



SECOND FLOOR PLAN
FOR REFERENCE

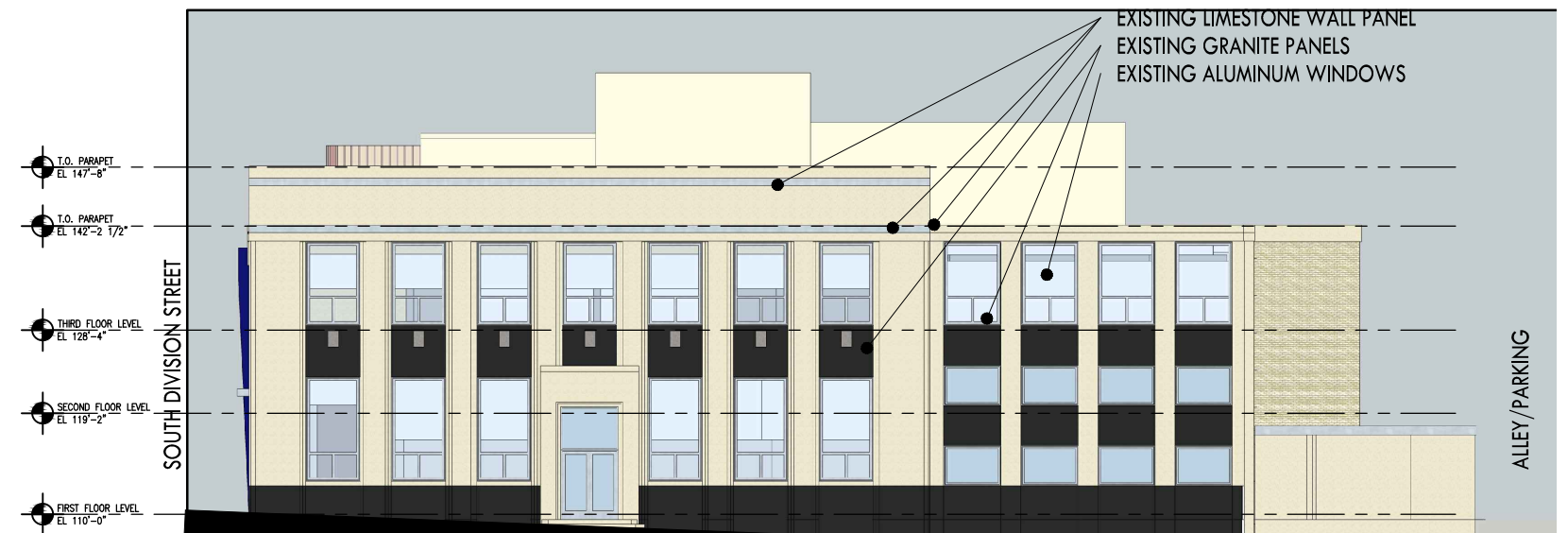


THIRD FLOOR PLAN
FOR REFERENCE

BRAND IDENTITY EXAMPLE
CURRENTLY UNDER
CONSTRUCTION
CHURCH STREET @ SOUTH
UNIVERSITY

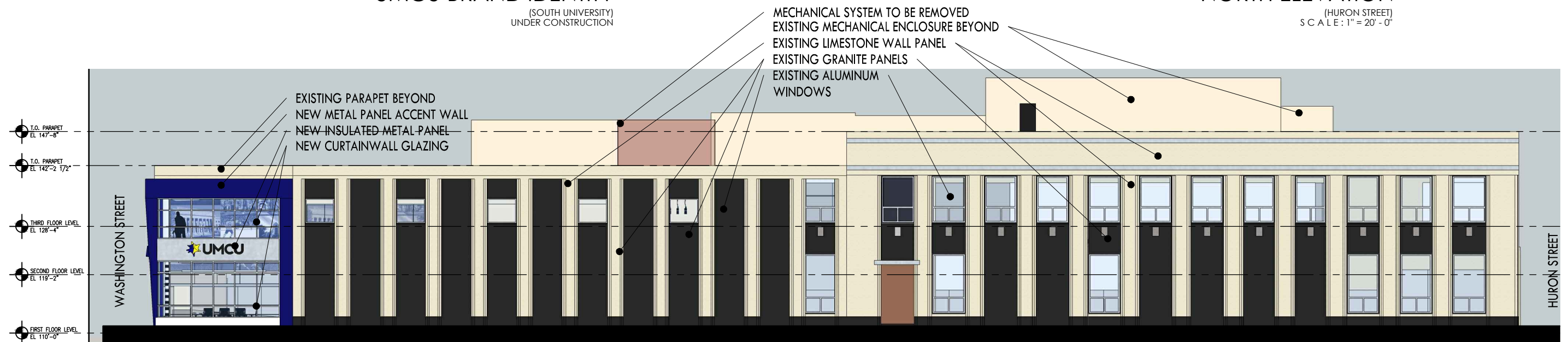


UMCU BRAND IDENTITY
(SOUTH UNIVERSITY)
UNDER CONSTRUCTION



EXISTING FACADE / NO NEW WORK

NORTH ELEVATION
(HURON STREET)
SCALE: 1" = 20' - 0"



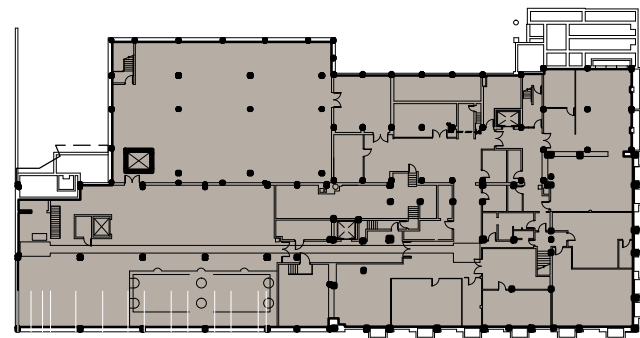
NEW
FACADE

EXISTING
FACADE

EAST ELEVATION
(SOUTH DIVISION STREET)
SCALE: 1" = 20' - 0"

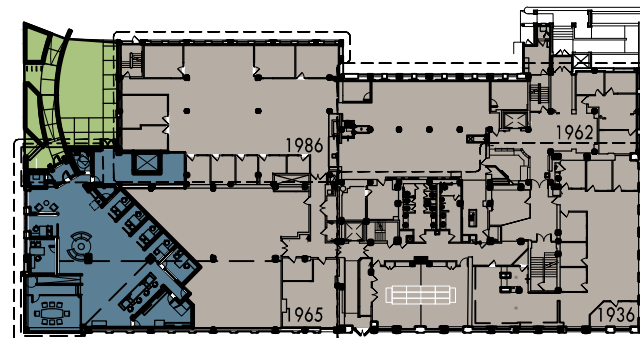


UNIVERSITY OF MICHIGAN
CREDIT UNION
HURON STREET BRANCH



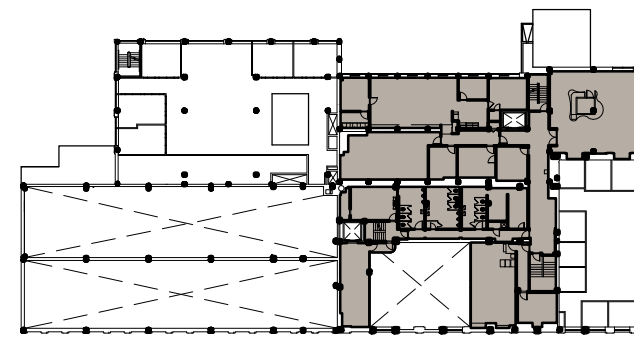
BASEMENT PLAN

FOR REFERENCE



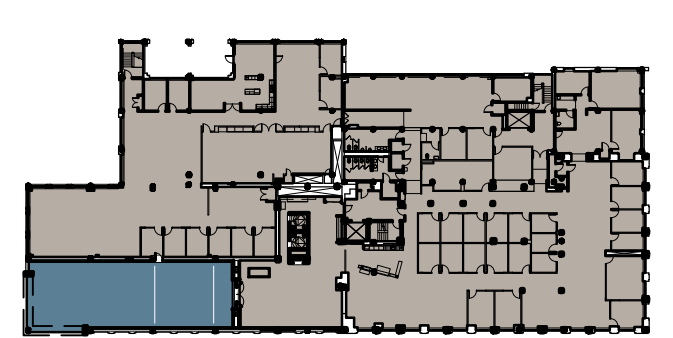
FIRST FLOOR PLAN

FOR REFERENCE



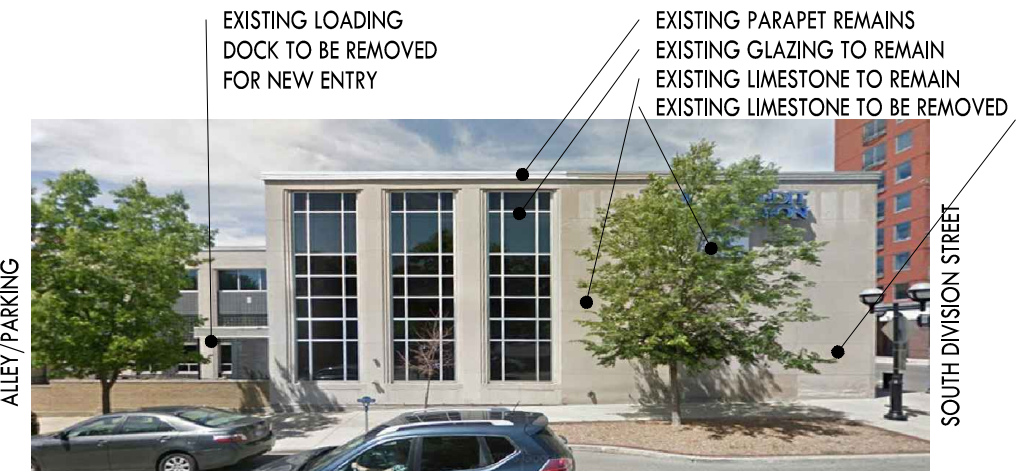
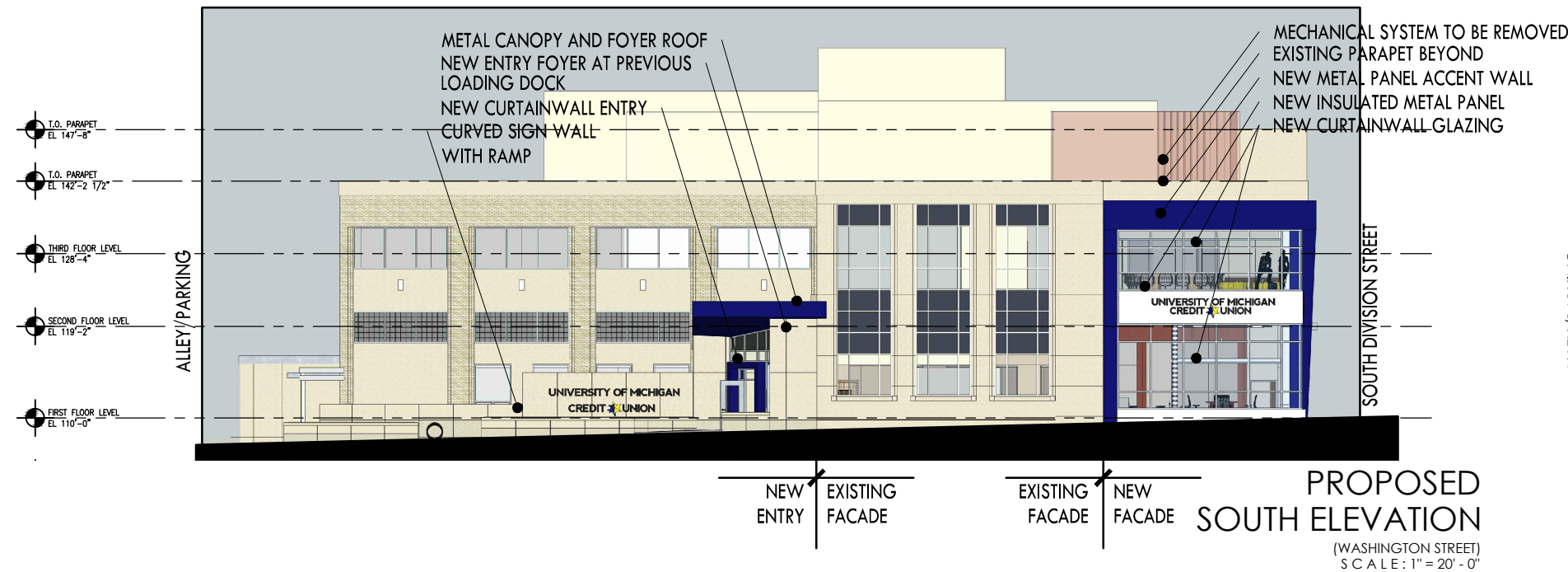
SECOND FLOOR PLAN

FOR REFERENCE



THIRD FLOOR PLAN

FOR REFERENCE



UNIVERSITY OF MICHIGAN
CREDIT UNION
HURON STREET BRANCH





SOUTHEAST PERSPECTIVE
NO SCALE



UNIVERSITY OF MICHIGAN
CREDIT UNION
HURON STREET BRANCH



ENTRY PERSPECTIVE
NO SCALE



UNIVERSITY OF MICHIGAN
CREDIT UNION
HURON STREET BRANCH