



# City of Ann Arbor

## Formal Minutes - Draft

### Design Review Board

301 E. Huron St.  
Ann Arbor, MI 48104  
<http://a2gov.legistar.com/Calendar.aspx>

---

Wednesday, October 9, 2024

3:00 PM

Electronic Meeting

---

This meeting will be broadcast on CTN Cable Channel 16, ATT Channel 99, and at [a2gov.org/watchCTN](http://a2gov.org/watchCTN)

Public comment can be made by calling: 877 853 5247 or 888 788 0099 Enter Meeting ID:  
Webinar ID: 974 6174 9412

**A.** **CALL TO ORDER**

*Chair Perkins called the meeting to order at 3:05 PM.*

**B.** **ROLL CALL**

*Administrative Assistant Brittany Alexander called the roll.*

**Present:** 6 - Richard (Dick) Mitchell, Tamara Burns, William Kinley,  
Geoffrey M. Perkins, Lori Singleton, and Wendy Rampson

**Absent:** 1 - John Kotarski

*Others present:*

*Deputy Planning Manager Hank Kelley*

*Associate Planner Julia Shake*

*Administrative Assistant Brittany Alexander*

**C.** **APPROVAL OF AGENDA**

**Moved by Richard Mitchell seconded by Lori Singleton. On a voice vote the agenda was approved unanimously.**

**D.** **APPROVAL OF MINUTES**

**D-1.** **24-1743** July 10, 2024 Meeting Minutes

**Attachments:** July 10, 2024 DRB Meeting Minutes.pdf

**Moved by Lori Singleton seconded by Wendy Rampson. On a voice vote the July 10,2024 Design Review Board meeting minutes were approved and forwarded to City Council.**

**E. PUBLIC COMMENT (3 minutes per speaker)**

*Seeing no speakers at this time, Chair Perkins closed the Public Comment.*

**F. REGULAR BUSINESS**

- F-1. [24-1744](#) DR24-0004; 303 Detroit Street:** A proposed plan to convert 303 Detroit Street from an office/retail building to a residential building. Construction includes building an additional floor on top of the existing buildings, adding balconies to the east side, and creating a parking garage in the basement accessed by a rotating automobile elevator from a new driveway off North Fourth Ave. The additional 10,000 square feet of floor area features glass and aluminum curtain walls to reduce apparent mass and contrast from the existing industrial aesthetic. Site is located at the south end of the N Fourth/Catherine/Detroit block, zoned D2 (Downtown Interface) and Kerrytown Character overlay district and Secondary Street type designation.

**Attachments:** Staff Report DRB (303 Detroit St).pdf, 303 Detroit St Design Review Narrative.pdf, 303 Detroit St Drawings.pdf

*Representing the proposed project:*

*James Scrievens, Rueter Architects*

*Marc Rueter, Rueter Architects*

*The Design Review Board discussed the design plan for the proposed 303 Detroit Street development project on October 9, 2024. The Design Review Board proposed the following comments and recommendations for this site plan application:*

- 1. Board members emphasized the inclusion of a public gathering space within the project.*
- 2. The importance of pedestrian access at the northeast corner, adjacent to the farmers market, was underscored.*
- 3. Consider the ability to examine the landscaping around the building,*

*especially around unit 102, to create more residential identity by removing hardscape.*

*4. Removing the skylights raises a challenge for some units receiving natural light.*

*5. Perhaps rethinking the door location could improve usability.*

*6. Consider a queuing space near the parking access entrance; reducing the curb extension on 4th Avenue could allow for such queuing space.*

*7. Accessibility should be emphasized in new improvements. For example, board members expressed a desire to see a ramp on the east side of the building.*

*8. Consider other possibilities for the lower-level garden space instead of just as an amenities space for the adjacent units.*

**G. UNFINISHED BUSINESS**

*None.*

**H. COMMUNICATIONS**

**H-1.**     [24-1745](#)   Various Communication to the Design Review Board

**Received and filed.**

**I. PUBLIC COMMENT**

*Seeing no speakers at this time, Chair Perkins closed the Public Comment.*

**J. ADJOURNMENT**

**Moved by Richard Mitchell seconded by Tamara Burns to adjourn the meeting at 4:20 PM. On a voice vote Chair Perkins declared the motion carried unanimously.**

Geoff Perkins, Chairperson

Brittany Alexander, Administrative Assistant

All persons are encouraged to participate in public meetings. Citizens requiring translation or sign language services or other reasonable accommodations may contact the City Clerk's office at 734.794.6140; via e-mail to: [cityclerk@a2gov.org](mailto:cityclerk@a2gov.org); or by written request addressed and mailed or delivered to:

City Clerk's Office  
301 E. Huron St.  
Ann Arbor, MI 48104

Requests made with less than two business days' notice may not be able to be accommodated.