



## 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](mailto: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.



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## Ann Arbor Design Review Board Application

Section 1: General Information	
Project Name:	Proposed Mixed Use Building
Project Location and/or Address:	1215 South University Avenue
Base Zoning District, Character Overlay District, and Building Frontage Designation:	Zoning District: D-1 South University Overlay District
Type of Site Plan Petition (check):	<input checked="" 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 type="checkbox"/> Administrative Amendment with façade change
Developer:	SCP South Forest, LLC 50 Salem Street Building B, Suite 101 Lynnfield, MA 01940
Property Owner:	[Same as Developer above]
Property Owner's Signature:	
Developer's interest in property if not owner:	Property Owner

<p><b>Design Team (include all individuals, firms and groups involved):</b></p>	<p>Architect: Hobbs+Black Architects, 100 N. State St., Ann Arbor                  Civil Engineer: Nowak and Fraus, Pontiac, MI                  Structural Engineer: Johnston Design, Clarkston, MI                  MEP Engineer: Berbiglia Associates, Inc., Farmington Hills, MI</p>
<p><b>Contact Person (name, phone number and email of one person):</b></p>	<p>Robert A. Hoida, AIA                  Hobbs+Black Architects                  100 N. State Street                  Ann Arbor, MI 48104                  (734) 663-4189                  bhoida@hobbs-black.com</p>

<p><b>Section 2: Project Details</b></p>	
<p><b>Project Specifics:</b></p>	<p>Site size (sq. ft.): <u>25.5' x 132' = 3,366 sq.ft.=.08 acres</u></p> <p>Total floor area (sq. ft.): <u>10,790 sq. ft. w/basement</u></p> <p>Number of stories: <u>Four (4) with Basement</u></p> <p>Building Height (ft.): <u>51'-6"</u></p> <p>Ground floor uses: <u>Retail/restaurant</u></p> <p>Upper floor uses: <u>Commercial (Office)</u></p> <p>Number dwelling units: <u>0</u></p> <p>Number off-street parking spaces: <u>0</u></p> <p>Open space (sq. ft.): _____</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.)

<b>Section 3: Project Design</b>
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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.



**ANN ARBOR DESIGN REVIEW BOARD SUBMITTAL:**

# 1215 South University Avenue

**HOBBS+BLACK** ARCHITECTS

PROPOSED MIXED USE COMMERCIAL BUILDING

1215 South University Avenue, Ann Arbor, MI



## Section 2a. Design Concept

The sites surrounding this project have limited and directed the design of this proposed building. The site is a small urban site located within the southern area of the business district within the limits of the Ann Arbor DDA district. It falls within the South University Character District identified within the Downtown Ann Arbor Design Guidelines.

The project is being constructed on a single downtown lot, 25.5' x 132'. Being a small lot within the central business district, the design seeks to maximize its usefulness and value by proposing an urban commercial development with a zero-lot-line character. The lot is currently a graveled vacant lot located between the 18-story University Towers building to the east and a single-story wood frame commercial building to the west which currently houses a retail tenant dba "Sweeting Teas & Desserts" and the "Safe Sex Store."

The proposed building is designed in keeping with the intent of the zoning ordinance, seeking to maximize the allowable building floor area (400% FAR.) The building is intended to have a bar or restaurant or retail space on the first floor and the lower level with offices above. A common lobby allows a single access point into the building. A small garden patio has been retained at the rear of the lot. This garden will be surrounded on two sides by the adjacent University Towers wall surrounding the pool and dressing rooms to the east and north. The west side of the garden is adjacent to what is currently a parking area, but will likely be a future development (building.) A garden wall or fence will enclose that west side of the garden. The proposed restaurant space will have both street exposure and potentially sidewalk dining as well as the small intimate garden space nestled at the rear of the building. This small urban garden space might be compared to outdoor dining areas found at *Aventura* or the *Prickly Pear*. An outdoor roof deck at the offices at level 3 overlooks this small garden area.

Because of its current or future neighboring buildings, the long narrow shape of the floor plate includes a maximized amount of fenestration at the front and rear of the building. Some windows have been placed on the east façade where it is not covered by the existing University Towers. The west façade is devoid of windows due to the potential new building which could cover the entire façade of the building. The design team is of the understanding that the property to the west is under new ownership, and a new development is likely, but its design is not finalized at this time.