

AESTHETIC DESIGN AND SITE PLAN REVIEW BOARD  
Monday, April 10, 2023

The Aesthetic Design and Site Plan Review Board meeting was called to order at 6:00 p.m. by Chairperson Rick Wiesner in the Council Chambers, City Hall, 421 Michigan Street.

**Roll Call:** Members Rick Wiesner, Nancy Schopf, Thad Birmingham, Mark Struck, Pam Jorns, Matt Fox and Dave Augustson were present. Staff present were Community Development Director Marty Olejniczak, Planner/Zoning Administrator Stephanie Servia and Community Development Administrative Assistant Cindy Sommer.

**Adoption of Agenda:** Moved by Ms. Schopf, seconded by Mr. Augustson to adopt the following agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from February 27, 2023.
4. Consideration of: Building design and site plan review for The Muse development located at 330 Jefferson Street, parcel #281-10-85380604B.
5. List of Certificates of Appropriateness approved by Chair.
6. Adjourn.

All ayes. Motion carried.

**Approval of minutes from February 27, 2023:** Moved by Ms. Schopf, seconded by Ms. Jorns to approve the minutes. All ayes. Motion carried.

**Consideration of: Building design and site plan review for The Muse development located at 330 Jefferson Street, parcel #281-10-85380604B:** Ms. Servia stated that the Muse is a two-story development with a music school/event venue on the first floor and 11 efficiency apartments on the second floor. It is located in the Central Business District on the corner of Jefferson Street and N 3<sup>rd</sup> Avenue. Staff feels this is a good design plan and recommends approval, although some aspects appear a little plain.

Rick Toyne of 4150 Dunn Road, the project's architect, explained the entire project as shown in the agenda packet. The building will be 2-stories, 66' x 100' and set back 30 feet off of 3<sup>rd</sup> Avenue. There will be a one-story public restroom area with a dining/event patio off of 3<sup>rd</sup> Avenue. The sidewalk will be replaced and improved. The main entrance will be on Jefferson Street, however they are requesting that the directional sign that is currently located in front of the proposed main entrance be relocated. There are 26 proposed parking spaces, 16 to be used for tenants and the other 10 for Muse staff or event parking. The small bump-out along the back property line will be screened and used for garbage, recycling, a bike rack and the electric transformer box.

Shirley Weese Young of 30 N. 7<sup>th</sup> Avenue is the owner and presented the landscape plan, which includes retaining the existing pine trees on the north side, the street tree on the west side and the honey locust on the south side. They will be adding evergreens, lindens and other attractive, robust local varieties to create seasonal interest. Gray, double-wall fiberglass planters will be filled with ivy to cover the exposed side of the bathroom wall. She explained that their landscape plan goes above and beyond the city's requirements. They are also using permeable pavers in earth tones for the parking lot and patio, which will eliminate the need for any storm water plan. The heating and cooling units will be located in the mechanical room and not on the rooftop. They are planning solar panels for energy efficiency. Lighting will be low level LED wall packs above each doorway. The only signage will be on the transom above the main entrance, although they may add something similar for the public restrooms. Ms. Weese Young feels there is already sufficient light for the parking lots from area street lights, although they may add a light near the bike rack if it seems necessary.

Mr. Toyne went on to explain that the Jefferson Street facade will be Belden Rosewood Clear Antique Colonial Molded Face Brick with three rows of soldier course and decorative cornice at the top. The 3<sup>rd</sup> Avenue façade, with the exception of the public restroom area, will also be matching brick and cornice. The

remaining façade will be matching metal, stucco-like panels that are more cost effective and energy efficient. Windows and doors will have gun-metal gray frames. The Jefferson Street side windows are attractive 3-panel with brick arches on the second story. The apartments on the back side will have 10' x 4' balconies with patio doors and metal railings. There are two access doors to the apartments on the back parking lot side and there will also be one elevator.

The members discussed lighting, snow removal, the effect of the location of the American Transmission Company poles and shade over the patio area.

Motion made by Ms. Jorns to approve the project as presented. Motion seconded by Mr. Birmingham.

Mr. Augustson commented that the 3<sup>rd</sup> Avenue façade of the building doesn't match the Jefferson Street façade and suggested that the 3-panel windows be extended around the corner and/or that the soldier course be continued around to the 3<sup>rd</sup> Avenue side of the building. After discussion with the architect, Mr. Augustson amended the motion to include three rows of the soldier course be included on the 3<sup>rd</sup> Avenue brick portion of the façade. Motion seconded by Ms. Schopf.

A vote was taken on the amendment to the motion. All ayes, motion carried.

A vote was then taken on the original motion as amended. All ayes, motion carried.

**List of Certificates of Appropriateness approved by Chair.** No comments were made.

**Adjourn:** Moved by Ms. Jorns, seconded by Mr. Augustson to adjourn. All ayes. Motion carried. The meeting adjourned at 7:07 p.m.

Respectfully submitted,

Cindy Sommer  
Community Development  
Administrative Assistant