

**MINUTES OF THE CITY OF PELLA
COMMUNITY DEVELOPMENT COMMITTEE
JUNE 14, 2023**

Chairperson Cody called the Community Development Committee (CDC) to order in the Memorial Building at 5:30 p.m. Members present were: Jerry Brummel, Patsy Cody, Allissa Grandia, Nancy Henry, Wayne Stienstra, Dennis Vander Beek, and Christi Vander Voort; absent: Mike Kiser, Shelly Riggen, and Caryn Van Hemert. Staff present: Planning and Zoning Director Gerald Buydos, Zoning Analyst Jared Parker, and the Deputy City Clerk. Five members of the public attended the meeting in person and one attended via telephone.

APPROVAL OF TENTATIVE AGENDA

Motion by Henry, second by Vander Beek to approve the tentative agenda. Motion carried 7-0.

APPROVAL OF MINUTES

Motion by Brummel, second by Vander Beek to approve the minutes from May 10, 2023 meeting. Motion carried 7-0.

NEW BUSINESS

Consider a Design Permit Application to Construct a New Building on the Northwest Corner of West Ninth Street and Washington Street, Submitted by Detroit Architectural Group

Detroit Architectural Group submitted a design permit application for a new building at West Ninth Street and Washington Street. The property is zoned Community Commercial (CC). It is located within the Gateway Corridor (GC) overlay district and in the Transitional Design District. A summary of the requested project is provided below.

Proposed Project:

1. Add a new building
2. Add a dumpster enclosure

The proposed building meets the requirements for the Transitional Design District:

- Major Architectural Elements (two required): Gable and flat roof
- Minor Architectural Elements (three required): Brick bonding, decorative cornice, and a faux hoist beam
- Primary Cladding Material (one required): Brick
- Secondary Cladding Material (one required): Stucco
- Primary Roofing Material (one required): EPDM/TPO

The brick colors match Benjamin Moore's Litchfield Gray (HC-78) and Diamond Vogel's Grantsburg Gray (H101). The colors for the metal match Benjamin Moore's Black (HC-190), Chelsea Gray (HC-168), and Coventry Gray (HC-109)

In evaluating this design application, staff confirmed the design contains colors from the Pella Color Palette and meets relevant requirements listed in the *Architectural Design Guidelines*. Therefore, staff recommended the design permit application be approved as submitted.

Detroit Architectural Group Principal Beau Wynn was present on behalf of the applicant to speak in favor of the design permit and answer questions from the Committee. When questioned, he stated that leases have not yet been signed for the building. Staff explained to the Committee that the property owner will need to pave the road to the north property line.

Motion by Brummel, second by Stienstra to approve the design permit as submitted. Motion carried 7-0.

Wynn told the Committee that he appreciates the City of Pella's design standards and stated it was a pleasure to put the building's design together for their review.

Consider a Design Permit Application to Construct an Addition to the Building Located at 414 Oskaloosa St., Submitted by Justin Madsen

Justin Madsen submitted a design permit application to build an addition at 414 Oskaloosa Street. The property is zoned CC. It is located within Historical Dutch Design District and the Gateway Corridor. A summary of the requested project is provided below.

Proposed Project:

1. Build an addition to the west side of the current structure at 414 Oskaloosa Street.

As this is an existing building, it predates the new guidelines; however, the current building and the addition meets the criteria for the Historic Dutch Design District.

- Major elements (two required): Gable roof and hipped roof
- Minor elements (three required): Decorative fascia, dormers, sash windows
- Primary Cladding (one required): Brick
- Secondary Cladding (one required): Wood-Look Composite
- Primary Roofing (one required): Architectural Shingles

The addition will continue the dark gray of the roof to match the existing structure. The siding most clearly matches Benjamin Moore's Gloucester Sage (HC-100).

In evaluating this design application, staff confirmed the design contains colors from the Pella Color Palette and meets the requirements listed in the *Architectural Design Guidelines*. As

the existing building and the addition meet the requirements, staff recommended the design permit application be approved as submitted.

The applicant, Justin Madsen, was present to speak in favor of the design permit and to answer questions from the Committee. He explained that the proposed dormers are decorative and will not function as windows. He explained that he chose not to use brick on the addition, due to the difficulty in matching the brick to the existing building, the increased cost for materials, as well as the building looking better, in his opinion, with two different materials. The existing Dutch gable on the front of the building presented challenges in deciding the placement of the decorative dormers. The Committee discussed the dormers and whether to change the number of them, their size, and/or their location on the roof.

Motion by Stienstra, second by Vander Beek to table the design permit so that Madsen can bring back modified design proposals to include some of the Committee’s suggestions, such as a faux door and adding just one larger dormer on the roof over the addition. Motion carried 7-0.

Consider a Design Permit Application to Construct an Addition to the Building Located at 2079 Old Hwy 163, Submitted by Langstraat Auto Body, Inc.

Langstraat Auto Body, Inc. submitted a design permit application to construct an addition at 2079 Old Highway 163. The property is zoned Community Commercial (CC). It is located within the Transitional Design District. A summary of the requested project is provided below.

Proposed Project:

1. Build an addition to the rear of the current structure located at 2079 Old Highway 163.

As this is an existing building, it predates the new design guidelines; however, the current building does meet some of the criteria for the Transitional Design District.

- Major elements (two required): Gable roof and shed roof
- Minor elements (three required): Decorative fascia, faux lanterns, faux shutters)
- The building lacks the requirements for cladding and roofing material
- It is worth noting that the addition in question is in the far rear of the property and is screened by trees on the north, east, and west sides.

The addition will continue the gray color of the siding and the dark gray of the roof to match the existing structure. These appear to match Benjamin Moore’s Coventry Gray (HC-169) and Benjamin Moore’s Kendall Charcoal (HC-166), respectively.

In evaluating this design application, staff confirmed the design contains colors from the Pella Color Palette and meets some of the requirements listed in the *Architectural Design Guidelines*. As it is an existing building, and the addition is a continuation of the design of a previously approved building, staff recommended the design permit application be approved as submitted.

Mike Langstraat, the property owner, was present to speak in favor of the design permit and to answer questions from the CDC.

Motion by Brummel, second by Vander Voort to approve the design permit as submitted Motion carried 7-0.

Consider a Design Permit Application to Paint the Exterior of the Structure Located at 904-910 Washington St., Submitted by Realty One Group Impact

Realty One Group Impact submitted a design permit application to paint the exterior of the building located at 904-910 Washington St. The property is zoned Commercial Mixed-Use Urban (CUC). It is located within the Gateway Corridor (GC) overlay district and in the Historic Design District. A summary of the requested project is provided below.

Proposed Project:

1. Paint the exterior of the structure at 904-910 Washington St.

The building is pre-existing and the proposed changes are not structural, as only the paint is being changed. As such, the review is only taking the color change into account.

The building is to be repainted in Diamond Vogel's Mineral Point (H106). This color is explicitly listed in the Pella Color Palette.

In evaluating this design application, staff confirmed the design contains colors from the Pella Color Palette and meets the requirements listed in the *Architectural Design Guidelines*. Therefore, staff recommended the design permit application be approved as submitted.

Realty One Group Impact Broker Associate Dianna Elder was present to speak in favor of the design permit and to answer questions from the CDC.

The Committee discussed having the Design Subcommittee sign off on the paint color, as a sizeable, dried paint sample was not available to review during the meeting. It was decided that staff would use the can of paint provided by Elder to paint a wood sample at the Planning and Zoning Office and, once it was dry the next day, have the Design Subcommittee members view it and give their approval. The Committee also stated that all sides of the building would need to be painted, and not just the front façade. Elder stated she would inform her landlord of this requirement.

Motion by Brummel to table the design permit until the Committee can view a swatch of the proposed paint color and determine whether the applicant intends to paint all sides of the building. The motion died for lack of a second.

Motion by Stienstra, second by Brummel to approve the design permit as submitted with the condition that a dried paint sample is approved by the Design Subcommittee, that all sides of

the building are painted (including the siding on the front of the building that is currently a tan color), and that any painting of the exterior doors is approved by the Design Subcommittee. Motion carried 7-0.

Consider a Design Permit Application to Alter the Exterior of the Building Located at 1111 W. 16th St., Submitted by the Pella Community Food Shelf

Pella Community Food Shelf submitted a design permit application to modify the exterior of the building located at 1111 W. 16th St. The property is zoned Community Commercial (CC). It is located within the Gateway Corridor (GC) overlay district and in the Contemporary Design District. A summary of the requested project is provided below.

Proposed Project:

1. Add a garage door and replace minor elements at 1111 W. 16th St.
 - Add windows
 - Add awning
 - Add/change shutters
 - Add door
 - As a note, signage will be handled through the Sign Subcommittee

Building Design Review:

As this is an existing building, it predates the new design guidelines; however, the current building does meet some of the criteria for the Contemporary Design District.

- Major Architectural Elements (two required): Gable roof, flat roof
- Minor Architectural Elements (three required): Brick bonding
- Primary Roofing Material (one required): EPDM/TPO Membrane
- As such it is lacking the required cladding and minor architectural requirements normally required in the Contemporary district.

The colors to be utilized for the shutters are Benjamin Moore's Deep Silver, Old Navy, and Dorset Gold. These are similar to Benjamin Moore's Platinum Gray (HC-179) and Hale Navy (HC-154). Dorset Gold is on the approved color palette as HC-8. The new awnings will be black, and the exterior lighting will be kept black. The garage door will be designed to match the exterior walls.

In evaluating this design application, staff confirmed the design contains colors from the Pella Color Palette and meets relevant requirements listed in the *Architectural Design Guidelines*. The building itself lacks elements required for the Contemporary Design District; however, the building itself predates the requirements and the proposed changes are primarily minor items. Therefore, staff recommended the design permit application be approved as submitted.

Joy Steiner and Melissa Zula with the Pella Community Food Shelf were present to speak in favor of the design permit and answer questions from the CDC.

Motion by Brummel, second by Vander Voort to approve the design permit as submitted with the condition that the shed on the property is also painted to match the building. Motion carried 7-0.

OTHER BUSINESS / WORK SESSION

Other

The Committee discussed having staff look through the book of approved paint colors to ensure none of the samples are missing. If some are missing, staff will acquire the necessary replacements. Staff will also recommend to future applicants, that they provide a piece of wood painted in the proposed paint color(s) they have chosen along with their design permit application for review by the Committee.

Next Meeting Date

The next regular meeting is scheduled for July 10, 2023.

Adjourned at 6:55 p.m.