

Department of Community Planning and Economic Development – Planning Division
Variances and Site Plan Review
BZZ-5304

Date: October 17, 2011

Applicant: Catherine Mamer with Peace House

Addresses of Property: 1816 Portland Avenue South

Project Name: Peace House

Contact Person and Phone: Matthew Finn with Cermak Rhoades Architects, (651) 225-8623

Planning Staff and Phone: Hilary Dvorak, (612) 673-2639

Date Application Deemed Complete: September 16, 2011

End of 60-Day Decision Period: November 15, 2011

End of 120-Day Decision Period: Not applicable for this application

Ward: 6 **Neighborhood Organization:** Ventura Village

Existing Zoning: R6, Multiple-family District, NP North Phillips Overlay District

Proposed Zoning: Not applicable for this application

Zoning Plate Number: 20

Legal Description: Not applicable for this application

Proposed Use: Place of assembly

Concurrent Review:

Variance: to reduce the minimum lot width from the required 80 feet to 78 feet.

Variance: to reduce the minimum lot area from the required 10,000 square feet to 8,424 square feet.

Site plan review: for a new approximate 2,600 square foot building.

Applicable zoning code provisions: Chapter 525, Article IX, Variances, specifically Section 525.520(2) “to vary the lot area or lot width requirements up to thirty (30) percent...” and Chapter 530 Site Plan Review.

Background: Peace House is a religious institution currently located at 510 East Franklin Avenue. The existing site is located one-and-a-half blocks south of the proposed location. Peace House is proposing to relocate as the existing building is located in the middle of a future redevelopment site.

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Peace House is open Monday through Friday for prayer, meditation, discussion and sometimes a light meal. Peace House is run by volunteers and has a congregation of approximately 30 members. Peace House is open during major holidays and holds services for memorials, anniversaries and other special occasions.

On the west side of the existing Peace House building is a mosaic mural that was designed by local artist Angela Carlson. According to Peace House’s website “Angela, assisted by her mother Cindy Carlson and members of the Peace House community, covered the entire west side of the 2-story building with the tiles and mirror pieces in Angela's design. Angela told the community gathered for the dedication that she had been driving by the building, noticed its blank west wall, and wondered if perhaps a mosaic could be constructed on it. Materials for the mosaic were donated by the Minneapolis Glass Company and the Tile Shop. In the center of the Mosaic is a memorial to the founder of Peace House, Sister Rose Tillemans. There are also tiles recognizing members of the Peace House Community, people who perhaps don't often see their names affixed to something as beautiful and as permanent as the Peace House Mosaic”. The Planning Division is recommending that Peace House investigate whether or not a portion of the existing mural could be removed and reaffixed to the proposed building.

VARIANCE - to reduce the minimum lot width from the required 80 feet to 78 feet

Findings as Required by the Minneapolis Zoning Code for the Variance:

1. Practical difficulties exist in complying with the ordinance because of circumstances unique to the property. The unique circumstances were not created by persons presently having an interest in the property and are not based on economic considerations alone.

Minimum lot width: The applicant is seeking a variance to reduce the minimum lot width from the required 80 feet to 78 feet. The width of the lot is an existing condition of the property.

2. The property owner or authorized applicant proposes to use the property in a reasonable manner that will be in keeping with the spirit and intent of the ordinance and the comprehensive plan.

Minimum lot width: The applicant is proposing to construct a new 2,524 square foot building on the site. The proposed building is 60 feet in width which leaves a reasonable amount of space on each side of the building. The required north and south interior side yard setback is five feet. The proposed building will be located 11 feet from the south interior property line and seven feet from the north interior property line.

3. The proposed variance will not alter the essential character of the locality or be injurious to the use or enjoyment of other property in the vicinity. If granted, the proposed variance will not be detrimental to the health, safety, or welfare of the general public or of those utilizing the property or nearby properties.

Minimum lot width: The Planning Division believes that the granting of this variance would not alter the essential character of the locality or be injurious to the use or enjoyment of other property in the vicinity. Although the lot is two feet narrower than what is required for a religious institution the proposed building is only 60 feet in width and the minimum setbacks are being met.

VARIANCE - to reduce the minimum lot area from the required 10,000 square feet to 8,424 square feet

Findings as Required by the Minneapolis Zoning Code for the Variance:

1. Practical difficulties exist in complying with the ordinance because of circumstances unique to the property. The unique circumstances were not created by persons presently having an interest in the property and are not based on economic considerations alone.

Minimum lot area: The applicant is seeking a variance to reduce the minimum lot area from the required 10,000 square feet to 8,424 square feet. The size of the lot is an existing condition of the property.

2. The property owner or authorized applicant proposes to use the property in a reasonable manner that will be in keeping with the spirit and intent of the ordinance and the comprehensive plan.

Minimum lot area: The applicant is proposing to construct a new 2,524 square foot building on the site. The maximum lot coverage in the R6 zoning district is 70 percent. The proposed building occupies only 30 percent of the site which leaves a reasonable amount of open space on the property.

3. The proposed variance will not alter the essential character of the locality or be injurious to the use or enjoyment of other property in the vicinity. If granted, the proposed variance will not be detrimental to the health, safety, or welfare of the general public or of those utilizing the property or nearby properties.

Minimum lot area: The Planning Division believes that the granting of this variance would not alter the essential character of the locality or be injurious to the use or enjoyment of other property in the vicinity. Although the lot is 1,576 square feet smaller than what is required for a religious institution the proposed building is only 2,524 square feet in size which is small in comparison to most religious institutions.

SITE PLAN REVIEW

Findings as Required by the Minneapolis Zoning Code:

A. The site plan conforms to all applicable standards of Chapter 530, Site Plan Review. (See Section A Below for Evaluation.)

B. The site plan conforms to all applicable regulations of the zoning ordinance and is consistent with applicable policies of the comprehensive plan and applicable small area plans adopted by

the city council. (See Section B Below for Evaluation.)

Section A: Conformance with Chapter 530 of Zoning Code

BUILDING PLACEMENT AND DESIGN:

- Placement of the building shall reinforce the street wall, maximize natural surveillance and visibility, and facilitate pedestrian access and circulation.
- First floor of the building shall be located not more than eight (8) feet from the front lot line (except in C3S District or where a greater yard is required by the zoning ordinance). If located on corner lot, the building wall abutting each street shall be subject to this requirement.
- The area between the building and the lot line shall include amenities.
- The building shall be oriented so that at least one (1) principal entrance faces the public street. In the case of a corner lot, the principal entrance shall face the front lot line.
- Except in the C3S District, on-site accessory parking facilities shall be located to the rear or interior of the site, within the principal building served, or entirely below grade.
- For new construction, the building walls shall provide architectural detail and shall contain windows as required by Chapter 530 in order to create visual interest and to increase security of adjacent outdoor spaces by maximizing natural surveillance and visibility.
- In larger buildings, architectural elements, including recesses or projections, windows and entries, shall be emphasized to divide the building into smaller identifiable sections.
- Blank, uninterrupted walls that do not include windows, entries, recesses or projections, or other architectural elements, shall not exceed twenty five (25) feet in length.
- Exterior materials shall be durable, including but not limited to masonry, brick, stone, stucco, wood, metal, and glass.
- The exterior materials and appearance of the rear and side walls of any building shall be similar to and compatible with the front of the building.
- The use of plain face concrete block as an exterior material shall be prohibited fronting along a public street, public sidewalk, public pathway, or adjacent to a residence or office residence district.
- Entrances, windows, and active functions:
 - Residential uses:
 - Principal entrances shall be clearly defined and emphasized through the use of architectural features such as porches and roofs or other details that express the importance of the entrance. Multiple entrances shall be encouraged. Twenty (20) percent of the walls on the first floor and ten (10) percent of the walls on each floor above the first that face a public street, public sidewalk, public pathway, or on-site parking lot, shall be windows as follows:
 - a. Windows shall be vertical in proportion.
 - b. Windows shall be distributed in a more or less even manner.
 - Nonresidential uses:
 - Principal entrances shall be clearly defined and emphasized through the use of architectural features such as roofs or other details that express the importance of the entrance. Multiple entrances shall be encouraged. Thirty (30) percent of the walls on the first floor and ten (10) percent of the walls on each floor above the first that face a

public street, public sidewalk, public pathway, or on-site parking lot, shall be windows as follows:

- a. Windows shall be vertical in proportion.**
 - b. Windows shall be distributed in a more or less even manner.**
 - c. The bottom of any window used to satisfy the ground floor window requirement may not be more than four (4) feet above the adjacent grade.**
 - d. First floor or ground floor windows shall have clear or lightly tinted glass with a visible light transmittance ratio of 0.6 or higher.**
 - e. First floor or ground floor windows shall allow views into and out of the building at eye level. Shelving, mechanical equipment or other similar fixtures shall not block views into and out of the building in the area between four (4) and seven (7) feet above the adjacent grade. However, window area in excess of the minimum required area shall not be required to allow views into and out of the building.**
 - f. Industrial uses in Table 550-1, Principal Industrial Uses in the Industrial Districts, may provide less than thirty (30) percent windows on the walls that face an on-site parking lot, provided the parking lot is not located between the building and a public street, public sidewalk or public pathway.**
 - g. In multiple tenant buildings, each individual ground level tenant space that faces a public street, public sidewalk, public pathway, or on-site parking lot shall comply with the minimum window requirements of this section.**
 - Minimum window area shall be measured as indicated in section 530.120 of the zoning code.**
 - Ground floor active functions: Except for industrial uses in Table 550-1, Principal Industrial Uses in the Industrial Districts, the first floor or ground level of buildings shall be designed to accommodate active functions by ensuring that parking, loading, storage, or mechanical equipment rooms are limited to no more than thirty (30) percent of the linear building frontage along each wall facing a public street, public sidewalk, or public pathway.**
- Minimum window area shall be measured as indicated in section 530.120 of the zoning code.**
 - The form and pitch of roof lines shall be similar to surrounding buildings.**
 - Parking Garages: The exterior design shall ensure that sloped floors do not dominate the appearance of the walls and that vehicles are screened from view. In addition to compliance with minimum window requirements, principal and accessory parking garages shall comply with provisions requiring active functions on the ground floor. In the downtown districts, the more restrictive parking garage provisions of Chapter 549, Downtown Districts, shall apply.**

PLANNING DIVISION RESPONSE:

- The building reinforces the street wall, facilitates pedestrian access and maximizes natural surveillance. The building is set relatively close to the front property line, there is an entrance that can be accessed from the public sidewalk and there are large windows on all sides of the building that maximize the opportunities for people to observe adjacent spaces and the public sidewalk.**
- The front wall of the building is to be located within eight feet of Portland Avenue South except where a greater yard is required by the zoning ordinance. The required front yard setback in the R6 zoning district is 15 feet. The building will be constructed 15 feet from the front property line.**
- The area between the building and the front property line will be landscaped.**

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- The principal entrance leading in to the building will be oriented towards Portland Avenue South.
- There will be a small seven space surface parking lot located towards the back of the building.
- The exterior material of the building will be fiber cement siding. The sides and rear of the building are similar to and compatible with the front of the building.
- There are no areas of the building that are over 25 feet in length and void of windows, entries, recesses or projections, or other architectural elements.
- At least 30 percent of the first or ground floor of the building that faces a public street, public sidewalk, public pathway, or on-site parking lot is required to be windows. The window requirement pertains to the Portland Avenue South and west walls of the building. Please note that the minimum window calculation for the first floor of the building is measured between two and ten feet above the adjacent grade. The analysis of the project's compliance with these requirements follows:
 - Portland Avenue South: the percentage of windows on the first floor of the building is 30 percent.
 - West wall: the percentage of windows on the first floor of the building is 24 percent. The Planning Division is recommending that the City Planning Commission grant alternative compliance to allow less than the required amount of windows on the west wall of the building. The applicant has maximized the size of the windows in the meditation room and the kitchen which is where the majority of the people will be located while in the building. A larger window or an additional window could be added in the pantry room but it would be blocked by shelving since that is the purpose of that space. It should be noted that there is an additional 18 square feet of window area located along the west building wall. However, since this window area is located within the doors they do not count towards the minimum amount required.
- The windows are vertical in nature and are evenly distributed along the building walls.
- Seventy-two percent of the building frontage along Portland Avenue South contains active functions. The remaining 28 percent is occupied by a storage room.
- The principal roof line of the building will have a 6/12 pitch. The immediately adjacent buildings and the buildings across Portland Avenue South from the site have pitched roofs. However, throughout the neighborhood there is a mixture of buildings with both flat and pitched roofs.

ACCESS AND CIRCULATION:

- **Clear and well-lighted walkways of at least four (4) feet in width shall connect building entrances to the adjacent public sidewalk and to any parking facilities located on the site.**
- **Transit shelters shall be well lighted, weather protected and shall be placed in locations that promote security.**
- **Vehicular access and circulation shall be designed to minimize conflicts with pedestrian traffic and surrounding residential uses.**
- **Traffic shall be directed to minimize impact upon residential properties and shall be subject to section 530.150 (b) related to alley access.**
- **Site plans shall minimize the use of impervious surfaces.**

PLANNING DIVISION RESPONSE:

- The principal entrance to the building will be connected to the public sidewalk along Portland Street South via a seven-foot, eight-inch wide walkway.
- No transit shelters are proposed as part of this development.

- There will be a small seven space surface parking lot located towards the back of the building. The parking lot will be accessed via the public alley.
- The site is adjacent to the public alley on the block.
- The maximum impervious surface requirement in the R6 zoning district is 70 percent. According to the materials submitted by the applicant 62 percent of the site will be impervious.

LANDSCAPING AND SCREENING:

- **The composition and location of landscaped areas shall complement the scale of the development and its surroundings.**
- **Not less than twenty (20) percent of the site not occupied by buildings, including all required landscaped yards, shall be landscaped as specified in section 530.160 (a).**
- **Required screening shall be six (6) feet in height, unless otherwise specified, except in required front yards where such screening shall be three (3) feet in height.**
- **Except as otherwise provided, required screening shall be at least ninety-five (95) percent opaque throughout the year. Screening shall be satisfied by one or a combination of the following:**
 - **A decorative fence.**
 - **A masonry wall.**
 - **A hedge.**
- **Parking and loading facilities located along a public street, public sidewalk or public pathway shall comply with section 530.170 (b), including providing landscape yards along a public street, public sidewalk or public pathway and abutting or across an alley from a residence or office residence district, or any permitted or conditional residential use.**
- **The corners of parking lots where rows of parking spaces leave areas unavailable for parking or vehicular circulation shall be landscaped as specified for a required landscaped yard. Such spaces may include architectural features such as benches, kiosks or bicycle parking.**
- **In parking lots of ten (10) spaces or more, no parking space shall be located more than fifty (50) feet from the center of an on-site deciduous tree. Tree islands located within the interior of a parking lot shall have a minimum width of seven (7) feet in any direction.**
- **All other areas not governed by sections 530.160 and 530.170 and not occupied by buildings, parking and loading facilities or driveways, shall be covered with turf grass, native grasses or other perennial flowering plants, vines, mulch, shrubs or trees.**
- **Installation and maintenance of all landscape materials shall comply with the standards outlined in section 530.210.**
- **The city planning commission may approve the substitution or reduction of landscaped plant materials, landscaped area or other landscaping or screening standards, subject to section 530.80, as provided in section 530.220.**

PLANNING DIVISION RESPONSE:

- The zoning code requires that at least 20 percent of the site not occupied by the building be landscaped. The lot area of the entire site is 8,424 square feet. The footprint of the buildings is 2,524 square feet. When you subtract the footprint from the lot size the resulting number is 5,900 square feet. Twenty percent of this number is 1,180 square feet. According to the information that was submitted there is approximately 3,188 square feet of landscaping on the site or approximately 38 percent of the site not occupied by the building.

- The zoning code requires at least 1 canopy tree for each 500 square feet of required green space and at least 1 shrub for each 100 square feet of required green space be planted on the site. The tree and shrub requirement for this site is three and 12 respectively. The applicant is providing a total of three canopy trees and 56 shrubs on the site. In addition, the applicant is proposing to provide a total of five ornamental trees, 78 perennials and 12 grasses on the site. The applicant is also proposing to plant one canopy tree in the right-of-way.
- The zoning code requires that a seven-foot wide landscaped yard be provided when a parking or loading facility is abutting or across an alley from a residence or office residence district, or any permitted or conditional residential use. The site abuts two residential properties and is across an alley from a residence district. The landscaped yard provided around the perimeter of the parking facility is at a minimum of seven feet in width.
- Screening six feet in height and equal to 95 percent opacity is required when a parking or loading facility is abutting or across an alley from a residence or office residence district, or any permitted or conditional residential use. According to the landscaping plan there will be a hedge row of Hedge Cotoneaster planted around the perimeter of the parking facility. This plant material will grow to between six and ten feet in height which meets the screening requirement.

ADDITIONAL STANDARDS:

- **All parking lots and driveways shall be designed with wheel stops or discontinuous curbing to provide on-site retention and filtration of stormwater. Where on-site retention and filtration is not practical, the parking lot shall be defined by six (6) inch by six (6) inch continuous concrete curb.**
- **To the extent practical, site plans shall minimize the blocking of views of important elements of the city.**
- **To the extent practical, buildings shall be located and arranged to minimize shadowing on public spaces and adjacent properties.**
- **To the extent practical, buildings shall be located and arranged to minimize the generation of wind currents at ground level.**
- **Site plans shall include crime prevention design elements as specified in section 530.260 related to:**
 - **Natural surveillance and visibility**
 - **Lighting levels**
 - **Territorial reinforcement and space delineation**
 - **Natural access control**
- **To the extent practical, site plans shall include the rehabilitation and integration of locally designated historic structures or structures that have been determined to be eligible to be locally designated. Where rehabilitation is not feasible, the development shall include the reuse of significant features of historic buildings.**

PLANNING DIVISION RESPONSE:

- There will be a small seven space surface parking lot located towards the back of the building. Approximately two-thirds of the parking lot will drain to the green space on the north side of the site through a gap in the curb in the northwest corner. The remaining one-third of the parking lot will drain into the alley. All of the roof drainage will be directed into swales that have been incorporated into the landscaped areas on the property.

- There are no important elements of the city near the site that will be obstructed by the proposed building.
- The building should have minimal shadowing impacts on the adjacent properties.
- The building should have minimal wind effects on the surrounding area.
- The site plan complies with crime prevention design elements as the building entrance is oriented towards the front property line and connected to the public sidewalk via a walkway, there are windows where people can see in and out along all sides of the building and there are lights located near both of the building entrances and in the parking area.
- This site is neither historically designated nor located in a historic district.

Section B: Conformance with All Applicable Zoning Code Provisions and Consistency with the Comprehensive Plan and Applicable Small Area Plans Adopted by the City Council

ZONING CODE:

- **Use:** A place of assembly is a permitted use in the R6 zoning district.
- **Off-Street Parking and Loading:**

Minimum automobile parking requirement: The minimum parking requirement for a place of assembly is equal to 10 percent of the capacity of persons in the main auditorium and any rooms which can be added to the main auditorium by opening doors or windows to obtain audio or video unity. The size of the main auditorium and the adjacent room is 1,155 square feet. The minimum parking requirement for a place of assembly of this size is eight parking spaces. The development qualifies for a one space reduction as a bicycle rack, which can accommodate at least four bicycles, will be provided on site. There will be a total of seven parking spaces provided on the site.

Maximum automobile parking requirement: The maximum parking requirement for a place of assembly is equal to 40 percent of the capacity of persons in the main auditorium and any rooms which can be added to the main auditorium by opening doors or windows to obtain audio or video unity. The size of the main auditorium and the adjacent room is 1,155 square feet. The maximum parking requirement for a place of assembly of this size is 31 parking spaces. There will be a total of seven parking spaces provided on the site.

Bicycle Parking: There is no bicycle parking requirement for a place of assembly. However, the applicant will provide bicycle parking in order to reduce their minimum automobile parking requirement by one space.

Loading: There is no loading requirement for a place of assembly that is smaller than 20,000 square feet. However, for uses that do not meet the minimum size requirement for loading requirement purposes they shall provide an adequate shipping and receiving facility that is accessible by motor vehicle and located off of an adjacent alley, service drive or open space on the same zoning lot. Given the site configuration all shipping and receiving activities will have to occur within the public right-of-way.

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- **Maximum Floor Area:** The maximum FAR in the R6 zoning district is 2.0. The lot in question is 8,424 square feet in area. The applicant proposes a total of 2,524 square feet of gross floor area, an FAR of .30.
- **Building Height:** Building height in the R6 zoning district is limited to six stories or 84 feet. The applicant is proposing to construct a building that is one story or 14.5 feet in height.
- **Minimum Lot Area:** The minimum lot area requirement for a place of assembly in the R6 zoning district is 10,000 square feet. The lot is 8,424 square feet in size. The applicant has applied for a variance of the minimum lot area.
- **Dwelling Units per Acre:** Not applicable for this development.
- **Yard Requirements:** The required front yard setback in the R6 zoning district is 15 feet or the established setback of the adjacent residential property. In this case the front yard setback along Portland Avenue South is 15 feet. The north and south interior side yard and rear yard setbacks in the R6 zoning district are $5+2x$, where x equals the number of stories above the first floor. The resulting setback along the north and south interior side yards and rear yard is five feet. All of these setbacks are being met
- **Specific Development Standards:** There are no specific development standards for a place of assembly.
- **Signs:** Signs are subject to the requirements of Chapter 543 of the Zoning Code. In the R6 zoning district a place of assembly, on a lot of less than 20,000 square feet, can have one wall identification sign not exceeding 16 square feet with a maximum height of 14 feet or top of wall, whichever is less. In addition, one freestanding ground sign not exceeding 16 square feet in area and six feet in height.

The applicant is proposing to have one wall sign located above the entrance to the building. The sign will be made out of individual cast metal letters. The sign measures approximately two-and-a-half square feet and is located eight-and-a-half feet off of the ground.

- **Refuse storage:** A trash and recycling area will be provided on the southwest corner of the property. The receptacles will be located within a six-foot high enclosure. The enclosure will be made out of treated cedar boards.
- **Lighting:** A lighting plan showing footcandles was not submitted as part of the application materials.

MINNEAPOLIS PLAN:

This site is located on Portland Avenue South. The site is located one-and-a-half blocks north of East Franklin Avenue which is a designated Community Corridor in *The Minneapolis Plan for Sustainable Growth*. The future land use map in *The Minneapolis Plan for Sustainable Growth* designates the site as Urban Neighborhood.

Urban Neighborhood is defined as a predominantly residential area with a range of densities, with highest densities generally to be concentrated around identified nodes and corridors. It may include undesignated nodes and some other small-scale uses, including neighborhood-serving commercial and institutional and semi-public uses (for example, schools, community centers, religious institutions, public safety facilities, etc.) scattered throughout. More intensive non-residential uses may be located in neighborhoods closer to Downtown and around Growth Centers. These areas are not generally intended to accommodate significant new growth, other than replacement of existing buildings with those of similar density.

According to the principles and policies outlined in *The Minneapolis Plan for Sustainable Growth*, the following apply to this proposal:

- Ensure appropriate transitions between uses with different size, scale and intensity (Land Use Policy 1.2).
- Promote quality design in new development, as well as building orientation, scale, massing, buffering, and setbacks that are appropriate with the context of the surrounding area (Land Use Policy Implementation Step 1.2.1).
- Ensure that lighting and signage associated with non-residential uses do not create negative impacts for residential properties (Land Use Policy Implementation Step 1.2.2).
- Lessen the negative impacts of non-residential uses on residential areas through controls on noise, odors, and hours open to the public (Land Use Policy Implementation Step 1.2.3).
- Reduce the visual impact of automobile parking facilities (Urban Design Policy 10.18).

The Planning Division believes that the proposed development is in conformance with the above policies of *The Minneapolis Plan for Sustainable Growth*.

ALTERNATIVE COMPLIANCE:

- **The Planning Commission or zoning administrator may approve alternatives to any site plan review requirement upon finding any of the following:**
- **The alternative meets the intent of the site plan chapter and the site plan includes amenities or improvements that address any adverse effects of the alternative. Site amenities may include but are not limited to additional open space, additional landscaping and screening, green roof, decorative pavers, ornamental metal fencing, architectural enhancements, transit facilities, bicycle facilities, preservation of natural resources, restoration of previously damaged natural environment, rehabilitation of existing structures that have been locally designated or have been determined to be eligible to be locally designated as historic structures, and design which is similar in form, scale and materials to existing structures on the site and to surrounding development.**
- **Strict adherence to the requirements is impractical because of site location or conditions and the proposed alternative meets the intent of this chapter.**
- **The proposed alternative is consistent with applicable development plans or development objectives adopted by the city council and meets the intent of this chapter.**

PLANNING DEPARTMENT RESPONSE:

- **At least 30 percent of the first or ground floor of the building that faces a public street, public sidewalk, public pathway, or on-site parking lot is required to be windows.** The window requirement pertains to the Portland Avenue South and west walls of the building. The percentage of windows on the first floor of the west building wall is 24 percent. The applicant has maximized the size of the windows in the meditation room and the kitchen which is where the majority of the people will be located while in the building. A larger window or an additional window could be added in the pantry room but they would be blocked by shelving since that is the purpose of that space. It should be noted that there is an additional 18 square feet of window area located along the west building wall. However, since this window area is located within the doors they do not count towards the minimum amount required.

RECOMMENDATIONS:

Recommendation of the Community Planning and Economic Development Department - Planning Division for the Variance:

The Community Planning and Economic Development Department - Planning Division recommends that the City Planning Commission adopt the findings above and **approve** the variance to reduce the minimum lot width from the required 80 feet to 78 feet located at 1816 Portland Avenue South.

Recommendation of the Community Planning and Economic Development Department - Planning Division for the Variance:

The Community Planning and Economic Development Department - Planning Division recommends that the City Planning Commission adopt the findings above and **approve** the variance to reduce the minimum lot area from the required 10,000 square feet to 8,424 square feet located at 1816 Portland Avenue South.

Recommendation of the Department of Community Planning and Economic Development – Planning Division for the site plan review:

The Community Planning and Economic Development Department - Planning Division recommends that the City Planning Commission adopt the above findings and **approve** the site plan review application for the property located at 1816 Portland Avenue South subject to the following conditions:

1. Peace House is encouraged to investigate whether or not a portion of the existing mural could be removed and reattached to the proposed building.
2. Approval of the final site, elevation, landscaping and lighting plans by the Department of Community Planning and Economic Development – Planning Division.

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3. All site improvements shall be completed by October 17, 2012, unless extended by the Zoning Administrator, or the permit may be revoked for non-compliance.

Attachments:

1. Preliminary Development Review report from September 15, 2011, meeting
2. Statement of proposed use and description of project
3. Variance findings
4. August 17, 2011, letter to Council Member Lilligren
5. August 17, 2011, letter to the Ventura Village Neighborhood Association
6. July 5, 2011, letter of support from the Ventura Village Neighborhood Association
7. Zoning map
8. Civil drawings, site and landscaping plans, floor plans and elevations
9. Photos of the site and the surrounding area
10. Photo of the mosaic mural on the existing Peace House building