

DESIGN REVIEW BOARD MINUTES

CITY OF DAVENPORT, IOWA

MONDAY, SEPTEMBER 24, 2018; 5:00 PM

COUNCIL CHAMBERS 226 WEST 4TH STREET DAVENPORT, IOWA 52801

I. Call to Order

The meeting was called to order at approximately 5:00 pm with the following present:

Board members present: Davidson, Howell, Kvapil, Maness, Wilkinson and Young.

Board members excused: Lundgren, Nix, Rashid, Quijas and Slobojan.

City staff present: Rusnak.

A. Consideration of the August 27, 2018 meeting minutes.

Motion by Maness, second by Howell to approve the August 27, 2018 meeting Minutes.

Vote to approve was unanimous by voice vote (6-0).

II. Roll Call

III. Old Business

IV. New Business

- A. Case DR18-19: Certificate of Design Approval – “DDOD” Downtown Design Overlay District – 418 East 2nd Street. Repair brick veneer and replace awning. Tara Elkins. [Ward 3]

Rusnak summarized the staff report. Staff recommends approval of DR18-19 in accordance with the submitted work write up subject to the following condition:

1. That a type N mortar be used. The preferred option would be to test the mortar and have custom mortar mixed to match the color of the historic mortar.

Motion by Davidson, second by Maness to approve DR18-19 in accordance with the work write up subject to the condition that a Type N mortar be used and that the color of the mortar match the original mortar. Vote to approve was unanimous by roll call (6-0).

- B. Case DR18-20: Certificate of Design Approval – “RIDO” Residential Infill Design Overlay – 304 McClellan Boulevard. Modification to approved house plans (DR17-32). Jason Curtis. [Ward 6]

The revised plans were presented at the meeting. The relocation of the garage to the front was because there would have to be extensive grading south of the house.

Motion by Young, second by Davidson to approve DR18-20 in accordance with the submitted plans. Vote to approve was unanimous by roll call (6-0).

V. General Discussion

A. Discussion regarding tenant signage at 421 West River Drive.

Difference options for signage at 421 West River Drive was discussed. There was consensus that a design proposal should be submitted, which could be discussed and vote upon.

B. Discussion regarding video recordings of all Boards and Commissions.

The Board discussed the video recording. There was consensus that the Board would prefer to remain at the lower table for its meetings.

VI. Public Comment

There was none.

VII. Adjournment

The meeting adjourned at approximately 5:55 pm.

VIII. Next Board Meeting:

A. Monday, October 24, 2018, 5:00 pm
City Council Chambers 226 W 4th Street
Davenport, Iowa 52801

City of Davenport
Design Review Board

Department: Community Planning and Economic Development Department
Contact Info: Ryan Rusnak 563-888-2022 rrusnak@ci.davenport.ia.us

Date
9/24/2018

Subject:
Consideration of the August 27, 2018 meeting minutes.

Recommendation:
Approve the minutes.

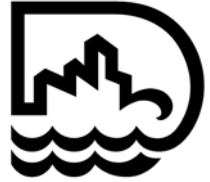
ATTACHMENTS:

Type	Description
 Backup Material	8-27-2018 Meeting Minutes



DESIGN REVIEW BOARD

- Meeting Minutes -
Monday, August 27, 2018, 5:00 pm
City Council Chambers
226 W 4th Street
Davenport, Iowa



I. Call to Order

Roll Call. Present: Wilkinson, Lundgren, Maness, Davidson (5:08 pm), Rashid, Slobojan, Kvapil, Nix, Howell

Excused: Quijas, Young

Staff: Flynn

The July 23, 2018 meeting minutes were approved following a motion by Lundgren and a second by Maness.

II. Old Business

None.

III. New Business

1. Case No. DR18-17: Certificate of Design Approval – “DDOD” Downtown Design Overlay District – 102 South Harrison Street. Replace windows and doors at Union Station. City of Davenport, petitioner. [Ward 3] Andrew Dibbern was present to answer questions. DRB concurred with staff that the window spacers (muntins) should be double the width as illustrated.

Motion by Maness, seconded by Lundgren to approve the application as presented with the one change noted above. Motion to approve was unanimous.

2. Case No. DR18-18: Certificate of Design Approval – “DDOD” Downtown Design Overlay District – 210 Emerson Place. Replace upper story windows on the north and south elevations. Dana Wilkinson, petitioner. [Ward 3] Dana Wilkinson recused herself as she is the petitioner. Maness was named acting chair.

Motion by Lundgren, seconded by Slobojan, to approve the application as presented. Motion to approve was unanimous.

IV. General Discussion

Flynn mentioned under the proposed zoning ordinance, the DRB would be charged with approving design in the Elmore Corners area.

V. Public Comment

VI. Adjournment

The meeting adjourned at 5:30 pm.

City of Davenport
Design Review Board

Department: Community Planning and Economic Development Department
Contact Info: Ryan Rusnak 563-888-2022 rrusnak@ci.davenport.ia.us

Date
9/24/2018

Subject:

Case DR18-19: Certificate of Design Approval – “DDOD” Downtown Design Overlay District – 418 East 2nd Street. Repair brick veneer and replace awning. Tara Elkins. [Ward 3]

Recommendation:

Staff recommends approval of DR18-19 in accordance with the submitted work write up subject to the following condition:

1. That a type N mortar be used. The preferred option would be to test the mortar and have custom mortar mixed to match the color of the historic mortar.

Background:

The application proposes to repair the brick veneer and replace the awning. A common cause of mortar failure is due to moisture. As moisture lingers in the masonry it will tend to dissolve any of the soluble components of the mortar and simply exit the material with the water and be deposited elsewhere. This is preferred as mortar can be easily replaced. Inappropriate mortar replacement, such as mortar with high amount of portland cement, can cause permanent damage to brick because moisture is exiting the brick and not the mortar. The flaking surface of brick is a classic example of “spalling,” a type of failure caused by moisture and the freeze/thaw cycle.

The awning would be standard in style and color would be black or slate.

ATTACHMENTS:

	Type	Description
□	Backup Material	Application
□	Backup Material	Design Guidelines

COMMUNITY PLANNING & ECONOMIC DEVELOPMENT

Property Address* 410 E 2nd St Davenport, IA 52801

***If no property address, please submit a legal description of the property.**

Applicant (Primary Contact)**

Name: Tara Ekins
Company: Dam View Inn
Address: 410 E 2nd St
City/State/Zip: Davenport, IA 52801
Phone: 563 650 9108
Email: taraekins82@gmail.com

Owner (if different from Applicant)

Name: Marc VanSeveren
Company: Dam View Inn
Address: 410 E 2nd St
City/State/Zip: Davenport, IA 52801
Phone: 563 210 1408
Email: vansevern@yahoo.com

Engineer (if applicable) N/A

Name:
Company:
Address:
City/State/Zip:
Phone:
Email:

Architect (if applicable)

Name: Mike Heberling
Company: S.N.P. Building & Design
Address: 738 Brown Street
City/State/Zip: Bettendorf, IA 52722
Phone: 563 570 7298
Email:

Attorney (if applicable)

Name: Mike Motto
Company: Bush, Motto, Green, Kouny & Halligan PC
Address: 5505 Victoria Avenue, Suite 100
City/State/Zip: Davenport, IA 52807
Phone: 563 344 4900
Email: memotto@bmcklaw.com

Application For Type:

Plan and Zoning Commission

Rezoning (Zoning Map Amendment)
Subdivision
Final Development Plan
Right-of-way or Easement Vacation
Voluntary Annexation
Zoning Ordinance Text Amendment

Zoning Board of Adjustment

Hardship Variance
Special Use Permit
Special Use Permit - New Cell Tower
Home Occupation Permit
Special Exception
Appeal from an Administrative Decision

Design Review Board

Certificate of Design Approval Demolition
Request in the Downtown

Historic Preservation Commission

Certificate of Appropriateness
Landmark Nomination
Demolition Request

****If the applicant is different from the property owner, please submit an authorization form or an accepted contract for purchase.**

Design District:

- ☒ Downtown Design Overlay District
- ☐ Hilltop Campus Village Overlay District
- ☐ Historic Shopping District
- ☐ Residential Infill Design Overlay District

Not sure which district you are in? You can click [here](#) for a map of the districts or you can contact Community Planning and Economic Development staff at (563) 326-7765 or planning@ci.davenport.ia.us and we can help you.

When is a certificate of design approval required?

Prior to the commencement of the work.

What type of activity requires the approval of a certificate of design approval?

Downtown Design Overlay District:

- The construction of a building, structure, improvement or sign and which affects the exterior appearance
- Any substantial external appearance changes not requiring a building permit where changes are visible from the public right-of-way.
- Encroachments into and over the public right-of-way.
- The demolition of structures.

Hilltop Campus Village Overlay District

- Alteration or the construction of a new building, structure, parking lot or fence.

Historic Shopping District

- Alteration or the construction of a new building, structure, parking lot or fence.

Residential Infill Design Overlay District

- Any new dwelling or an addition to a dwelling which is visible from a street and exceeds twenty-five percent of the square footage of the original structure and is located within the R-1, R-2, R-3, R-4, R-5, R-5M and R-6M zoning districts (generally south of Duck Creek).

Submittal requirements

- Please contact Community Planning and Economic Development staff at (563) 326-7765 or planning@ci.davenport.ia.us so we can help you determine what exactly is required to be submitted.
- Incomplete applications will not be accepted.

Submittal requirements for all types of requests:

- The following items should be submitted to planning@ci.davenport.ia.us for review:
- The completed application form.
- A work plan that accurately and completely describes the work to be done.
- Color photographs depicting the building elevations and proposed construction.

Submittal requirements for specific types of requests:

Minor alterations to existing buildings and new and replacement signs (all of the above and):

- Specifications, including dimensions, material used and color of the material.
- A rendering of the proposed alteration as depicted on the existing building.
- Samples of the materials, including the color, along with scaled, accurately colored elevations for any proposed sign and/or sign package.

Minor additions, site improvements and outdoor storage areas (all of the above and):

- A dimensioned site plan, including the locations of any proposed or existing buildings on the subject parcel and on surrounding parcels.
- A preliminary grading plan showing before and after grades at two-foot contour intervals, where deemed necessary by the development official.
- Outdoor storage areas shall be reflected in the elevation drawings submitted and shall show their relationship to the building elevations as well as the materials and treatment proposed that would accurately reflect the screening of the storage areas.
- A landscape plan.

Major additions and new buildings (all of the above and):

- Reproductions of building or site information found in the historical surveys if applicable
- A verifiable legal description, or a land survey.
- A map showing the existing topography of other properties at two-foot contour intervals, extending one hundred feet from the subject parcel.
- Elevation drawings, in color and drawn to scale, of the front, sides, rear, and roof lines of all proposed buildings or structures, illustrating the appearance and treatment of required screening elements for roof-mounted equipment, where deemed necessary by the development official.
- A materials board containing samples of each type of exterior building materials.

Formal Procedure

(1) Application:

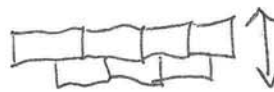
- Prior to submission of the application, the applicant shall correspond with Planning staff to discuss the request, potential alternatives and the process.
- The submission of the application does not constitute official acceptance by the City of Davenport. Planning staff will review the application for completeness and notify the applicant that the application has been accepted or additional information is required. Inaccurate or incomplete applications may result in delay of required public hearings.

(2) Design Review Board consideration of the request:

- Applicant must be present at the public meeting.
- Only work described in the application may be approved by the Board.
- The Board may continue the Certificate of Design approval until its next meeting, if it determines there is insufficient information to make a proper judgment on the proposed activity. The Board shall not continue any request more than three regularly scheduled consecutive meetings unless the applicant requests additional continuances. If the continuances are based on the applicant's failure to provide required information, the board may make a decision on the information available, or it may return the application to the party submitting it for future resubmission. Notwithstanding the provisions described above and provided the application submitted is complete, the request shall be considered approved if the board should fail to take action within sixty days of the complete application having been submitted.
- The owner(s) of record may appeal the board's decision to the city council by filing a written appeal with the city clerk's office within thirty calendar days of the official notification of determination.

Work Plan

Please describe the work being performed. Please note that only work described in the application may be approved by the Board.

 Replacement of Broken Brick

NEW AWNINGS IN BLACK OR SLATE

418 E 2nd Street

TRASH CAN
ANNIE'S
FRONT
DOOR

DAM VIEW

Applicant:  _____

Date: 9.7.18

Do you acknowledge and agree to the aforementioned submittal requirements, formal procedure and understand that you must be present at scheduled meetings: Yes ☐

Received by: Ryan Rusnak

Date: 9/7/2018

Planning staff

Date of the Public Meeting: 9/24/2018

Meetings are held in City Hall Council Chambers located at 226 West 4th Street, Davenport, Iowa.







- Signs which are affixed to trees, utility poles, fire hydrants, fire escapes, bus stop shelters, or other structures in a public right-of-way except signs permitted by these standards with all of the appropriate permits.
- Any signs listed as prohibited by Section 17.45.030 of the Zoning Ordinance entitled “Prohibited Signs” unless specifically listed as allowable in the Downtown Design District by these standards.

Design Details – Awnings and Canopies

Design Objective

Awnings and canopies are encouraged.

Discussion

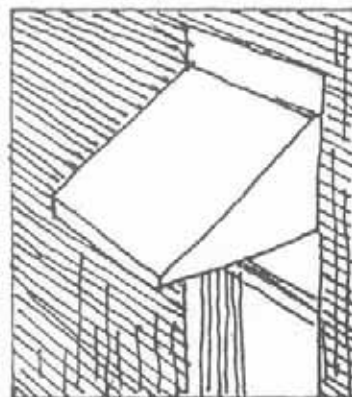
Canopies, arcades, awnings and overhangs provide shade and weather protection while enhancing the pedestrian environment at ground level. They help to define the pedestrian space along the street. Canopies and awnings can also serve as an architectural element on buildings to help articulate a building’s façade, creating greater variety and interest at street level. Awnings and canopies are also a traditional design element common to commercial buildings in Downtown Davenport. Finally, they can also provide an additional location for business signage.

Awnings and canopies come in many shapes, styles and colors. In general awnings should fit the architecture of the building, be well maintained, functional and be at a height that will not obstruct pedestrian movement along the sidewalk (7’ minimum).

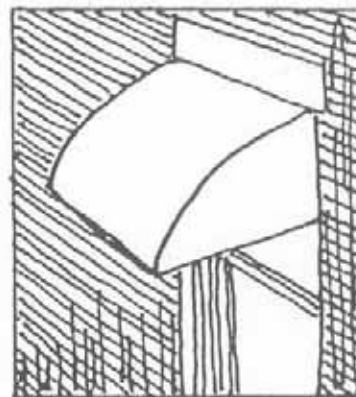
AWNING TYPES

Awnings come in many styles as is shown in the examples to the right. As a general rule “standard” awnings and “marquee awnings” are more appropriate on historic buildings. Contemporary buildings, on the other hand, can effectively use any awning style depending on the building’s architectural design.

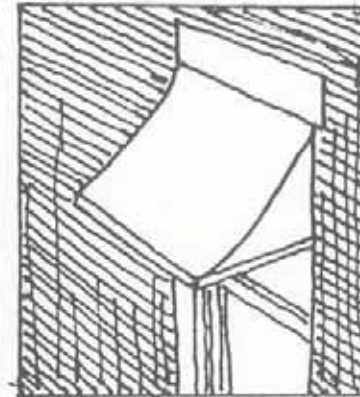
In the case of a canvas marquee the structure’s clearance above the sidewalk must be a minimum of 8 feet. Awnings of any sort (including marquees) can extend no more than two-thirds of the width of the sidewalk. Any supporting poles for a marquee need to be located at least 2 feet behind the curb. Finally, the marquee must not interfere with wheelchair movement on the sidewalk or wheelchair access to buildings.



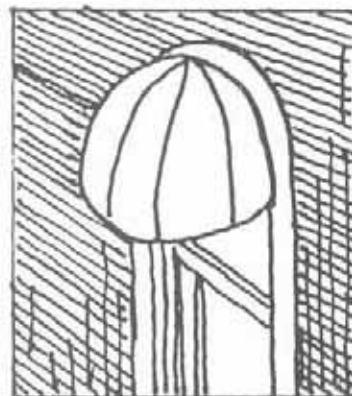
Standard



Convex



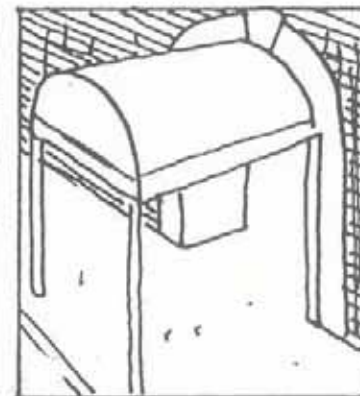
Concave



Dome



Bullnose



Marquee



Guidelines

- A pedestrian friendly environment includes the regular use of awnings, canopies and arcades throughout the district. Consider locating them above window displays and entries.
- Using awnings and canopies in ways that reinforce the design characteristics of traditional commercial architecture can improve the image of individual buildings, the businesses within, and the entire streetscape.
- When suitably designed and kept in good repair, awnings and canopies convey merchant's concern for their customers and their business district.
- Because the repair or installation of awnings and canopies is relatively inexpensive, these fixtures can provide a highly visible means of generating enthusiasm early in the downtown revitalization process as well as building a foundation for further improvements.



This “before” and “after” illustration demonstrates the ability of awnings to enrich a building façade.

Awnings also make simple and effective signage. When used as signage, lettering should be limited to the valance with the sloped portion of the awning limited to logos or symbols.





Davenport businesses on Third Street making good use of awnings.



The Radisson Quad City Plaza is a contemporary building that makes good use of awnings. Note that the bullnose style works very well with the hotel's modern architecture. In this case the awning's main purpose is to enrich the façade and bring color into the architectural design. The deep blue-green color of the awnings contrasts sharply with the orange and yellow color palette of the first floor façade.

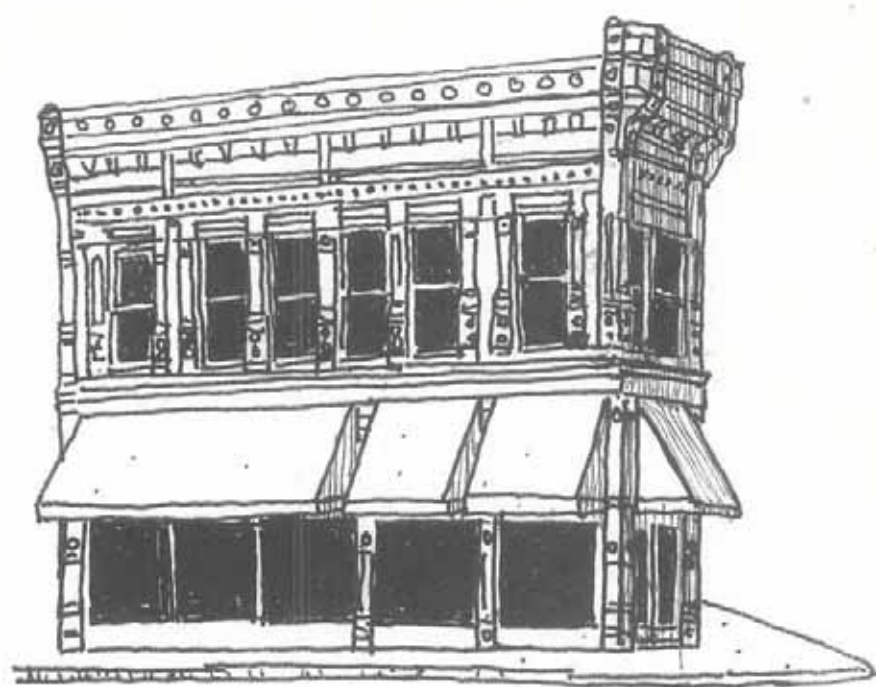
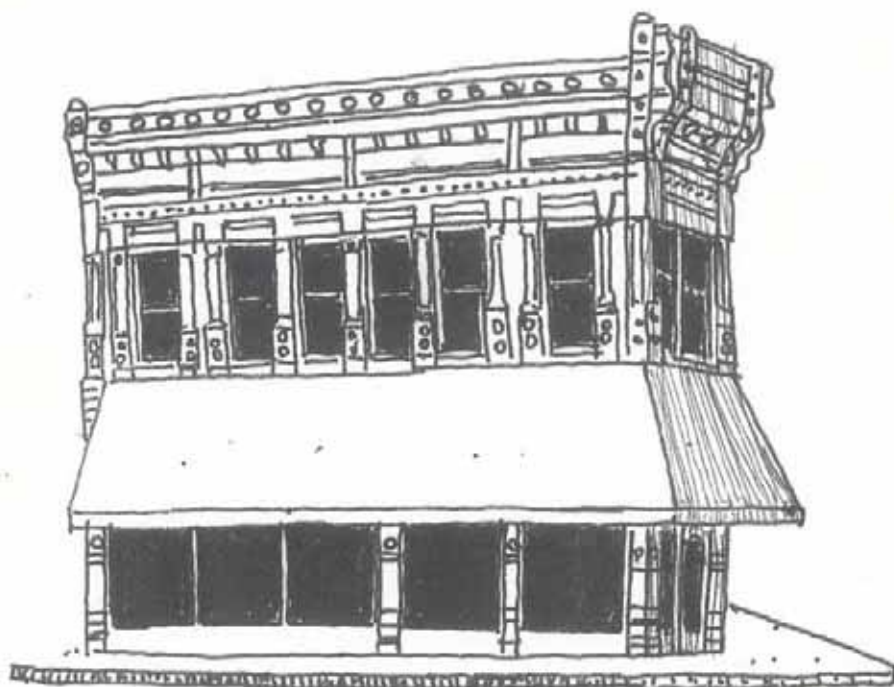
Climate

- Awnings and canopies should be suited to the climate of the region. All climatic forces – sun, rain, hail, snow and wind should be considered.
- In northern regions (the City of Davenport is borderline “northern”) buildings with southern exposures generally should have retractable fabric awnings as the awning can be extended during the summer to block the sun and reduce heat build up, while being lowered during the winter when sunlight is at a premium.
- Dark areas similarly can benefit from awnings that can be raised when appropriate.
- Retractable awnings may also be useful where they, otherwise, would need to carry heavy snow loads.
- Awnings protect storefront windows from moisture penetration and prevent excessive light and heat build up inside buildings. By blocking out the sun, awnings and canopies keep merchandise in display windows from fading and prevent other damage caused by heat and sunlight.



Awnings and Architectural Detail

- Carefully design awnings in terms of size, shape and placement. The new fixture should preserve the integrity of the building's architectural style by complementing the façade's detailing, color, materials, scale, proportion and form.
- Carefully design awnings in terms of size, shape and placement. Awnings should fit individual window bays or structural divisions of the building rather than extending beyond a single bay. The correct use of awnings enhances the architecture of most buildings. Conversely, poorly placed awnings can cover historical decorative ornament, transoms and other architectural elements of the façade that should be left visible.
- The proportions of a building provide clues for the proper dimensions of awnings and canopies. Buildings with a horizontal emphasis, such as those built in the Prairie or Art Moderne styles should have flat canopies or low-pitched awnings to reinforce these styles. Victorian buildings, on the other hand, are more vertical and awnings placed over storefront windows, entrances, etc., should emphasize that verticality.
- As a general rule, awnings should only cover about one third of the opening in which they are placed. Larger awnings obscure too much of the business inside.
- Awnings should also match the shape of the opening it is placed in or over. A square opening should have a square, standard sloped awning, while round or arched openings should have awnings that match the curve of the opening.
- Canopies should be designed to cover as little of the building and store front as possible as they tend to be relatively flat. Given their shape, it may be appropriate to allow them (unlike awnings) to cross the bays on a multi-bay building.



When factors such as climate and building orientation call for the use of awnings or canopies, the architectural character of the building should determine their design. The new fixtures should preserve the integrity and coherence of the building's style by complementing the façade's detailing, color, materials, scale, proportion and form.

Awnings and canopies should complement the scale of the building rather than overwhelm it. Awnings that are too large may cover important architectural features on the façade and destroy the continuity and coherence of it's design. Store fronts were designed to fit within a visual framework formed by the storefront cornice, at the top, and by the vertical columns on either side. Awnings should fit within this framework to ensure the visual continuity of the building's primary structural members from the ground floor to the upper stories. This is true not only for small businesses that occupy a single storefront but also for larger stores that occupy several bays in a single building.

Awnings that cover up these strong vertical elements destroy the visual relationship between the upper and lower stories, thereby distorting the scale of the building. The examples above illustrate this point. One need not be an architect to look at the building on the left to realize something is just not working. In the example on the right the building's verticality has been restored.

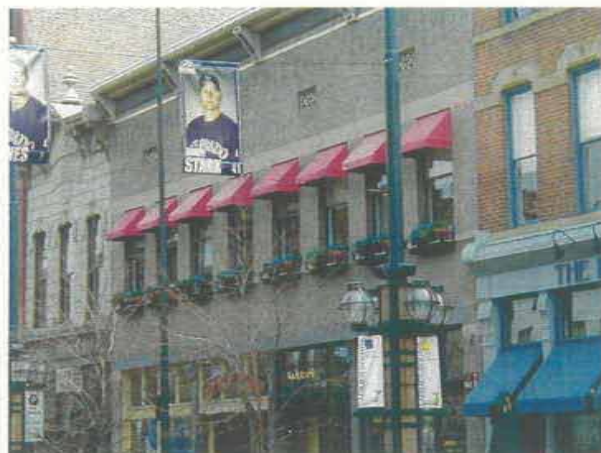
Awnings and Canopy Materials

- Historically, fabric, metal and wood were the most common materials used for awnings and canopies and they remain the most appropriate today. On contemporary structures glass may also be in keeping with the architecture of the building.

Color

- Using awnings and canopies over storefronts and entries provide opportunities for colorful accent and signage. This helps create an interesting and active street front. Avoid harsh or gaudy colors that compete for attention and detract from the buildings overall image. Simplicity and restraint often produce the best results.
- The use of second and upper floor awnings that complement the ground floor awnings in terms of size, style and color creates a consistent design image for a building façade.
- On small buildings where the awning is a prominent part of the façade, its color should harmonize with the building. The visual impact of potentially obtrusive fixtures such as marquees can also be minimized by using a complementary color. Conversely on large buildings where awnings constitute a smaller part of the facade, their color can complement the accent colors used for ornamental details, window frames and other building trim.
- Signage on awnings should be limited to the valance with the exception of a logo which may appear on the slope portion of the awning. Solid colors work better if signage is being used, as stripes can make reading signage difficult.





Awnings, Canopies and Marquees

Patterns

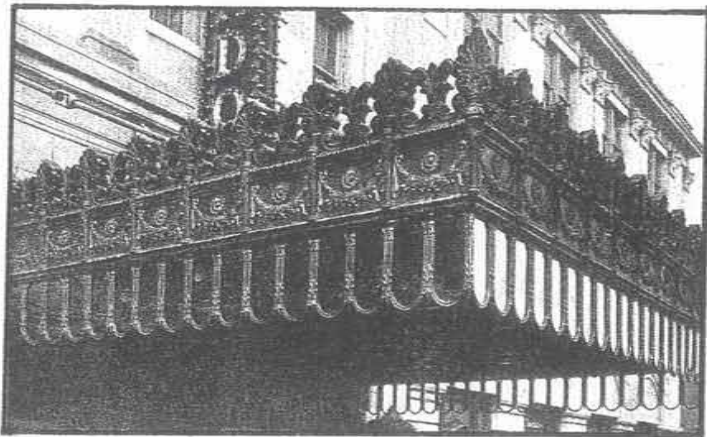
- Fabric awnings often have patterns (usually stripes). Patterned awnings can be used to add interest to plain buildings. Care must be taken, however, not to overpower building details with too bold of a pattern.

Ornament

- Canopies can be ornamental with pressed tin ceilings and other ornamental details. Ornament, like other aspects of canopy design, should suit the character of the building.

Illumination

- For most downtown buildings, awnings that are fully illuminated should be avoided. Exterior illumination, if necessary, should be carefully controlled by using spotlights mounted to the façade above the awning.



The most elaborate marquees were typically created for theatres and Victorian office buildings and retail stores. Bare bulb marquees (with or without neon additions) were commonly used on theatres. The Capitol Theatre provides a good local example. Elaborate pressed-tin marquees were often used on office buildings and department stores. The Petersen and Sons Department Store Building once had one (it was not original to the building, however). The M.L. Parker Building, 104 West 2nd Street, constructed in 1922 also had an intricate pressed metal marquee which was lost in recent years. (The marquee anchors in the form of lion heads are still on the building's east façade.) These pressed tin marquees are still being made, typically being available in either galvanized metal or copper, at a cost that is fairly reasonable.

City of Davenport
Design Review Board

Department: Community Planning and Economic Development Department
Contact Info: Ryan Rusnak 563-888-2022 rrusnak@ci.davenport.ia.us

Date
9/24/2018

Subject:

Case DR18-20: Certificate of Design Approval – “RIDO” Residential Infill Design Overlay – 304 McClellan Boulevard. Modification to approved house plans (DR17-32). Jason Curtis. [Ward 6]

Background:

The garage location was changed due to the cost of earthwork. Plans will be brought to the meeting.

City of Davenport
Design Review Board

Department: Community Planning and Economic Development Department
Contact Info: Ryan Rusnak 563-888-2022 rrusnak@ci.davenport.ia.us

Date
9/24/2018

Subject:
Discussion regarding tenant signage at 421 West River Drive.

City of Davenport
Design Review Board

Department: Community Planning and Economic Development Department
Contact Info: Ryan Rusnak 563-888-2022 rrusnak@ci.davenport.ia.us

Date
9/24/2018

Subject:
Discussion regarding video recordings of all Boards and Commissions.