



AGENDA MEMORANDUM

To: Design Review Board

From: Brad Boland, AICP, Long Range Project Manager

Title: **THE SOUTH 10.00 FEET OF LOT 2 AND ALL OF LOT 3, BLOCK 12, TOWN OF CASTLE ROCK, COUNTY OF DOUGLAS, STATE OF COLORADO AND THE NORTH 49.84 FEET OF LOT 4, BLOCK 12, TOWN OF CASTLE ROCK, COUNTY OF DOUGLAS, STATE OF COLORADO, Site Development Plan**
["City Hotel", 415 North Perry Street]

Executive Summary

White Development, LLC has submitted an application for a site development plan (SDP) proposing to rehabilitate the existing locally historically landmarked City Hotel building and construct a four-story hotel building that will include food and beverage spaces and ground-floor retail. The existing City Hotel is located at 415 North Perry Street (**Attachment A**). The SDP (**Attachment B**) requires a public hearing before the Design Review Board (DRB) which shall review and make a decision on the proposal.



Figure 1: Vicinity Map

Background

History of Property

The City Hotel building was originally constructed in the original Town of New Memphis around 1872 by Tomas S. Harris. New Memphis, located near today's Liggett Road and Highway 85, was founded by Mr. Harris and his brother John. In 1874, Mr. Harris purchased Lot 3 in the Town of Castle Rock subdivision from John Craig. By 1875, the building had been relocated to Lot 3, its current location, and was advertised as the City Hotel. Mr. Harris played a prominent role in the Town of Castle Rock as he was elected as Mayor twice and was a member of Town Council when he passed away in August of 1884. The property changed ownership multiple times, with earlier owners playing significant roles in Castle Rock's development (details provided in the Cultural Resources Survey, **(Attachment C)**). The current owner, Tim White, has owned the property since 2012. Originally a hotel, the building later served as apartments and became vacant around 2018.

Existing Conditions



Figure 2: Existing East Elevation

The property comprises two distinct lots, totaling approximately 0.353 acres. The two-story building is approximately 25 feet in height, with an L-shaped layout and a gabled roof. The east and north property lines define the legs of the "L," and within the inner "L" and rear are various one-story additions. The building's skin is horizontal wood lapped board siding and the roof is a composition shingle roof. South of the structure lies a parking lot. The primary, east facing elevation has a shed-roofed porch covering the first floor, which extends into the sidewalk with a wooden footpath. The first floor has three doors and five windows, while the second story has six windows. A more detailed description can be found in the attached Cultural Resources Survey **(Attachment C)**.

Zoning Regulations and Surrounding Uses

The property is zoned B-Business/Commercial (B) and is within the Downtown Overlay District (DOD). The hotel, restaurant, and retail spaces proposed are permitted uses within the DOD. A Site Development Plan, requiring public hearings before the Design Review Board, is necessary for development approval.

Surrounding properties are also zoned B within the DOD. To the south is the four-story Reyn Rock apartments, while to the north are two single-story commercial buildings. Westward across the alleyway are two additional commercial buildings, and to the east across Perry Street are a commercial property and two single-family residences.

Historical Preservation

The City Hotel was designated a Historic Landmark by the Town of Castle Rock in May of 1998 by Ordinance No. 1998-11. As the property is landmarked, the proposed project requires approval of a Landmark Alteration Certificate (LAC) by the Historic Preservation Board. The Historic Preservation Board will review and decide on the LAC at their regularly scheduled meeting on November 6, 2024.

Discussion

Proposed Use

The applicant proposes rehabilitating the historic City Hotel building and constructing a new four-story structure containing 33 hotel rooms. The two buildings are L-shaped and mirror each other, creating an internal courtyard. A one-story structure connects the buildings along the north property line. The new structure will include an indoor/outdoor rooftop bar and a dividable 2,578-square-foot commercial unit on the main level. Parking, accessible from the alleyway, is situated beneath the building.



Figure 3: Overall Project Rendering

Proposed Alterations

A historic photo from circa 1900 guided the rehabilitation proposal of the historic structure. The applicant is proposing the following rehabilitation of the historic structure;



Figure 4: Proposed Rehabilitation of the City Hotel



Figure 5: City Hotel Circa 1900- Courtesy of the Douglas County History Research Center

- Removal of Additions – The applicant proposes to remove the additions labeled as C, H, and I on the below footprint diagram.

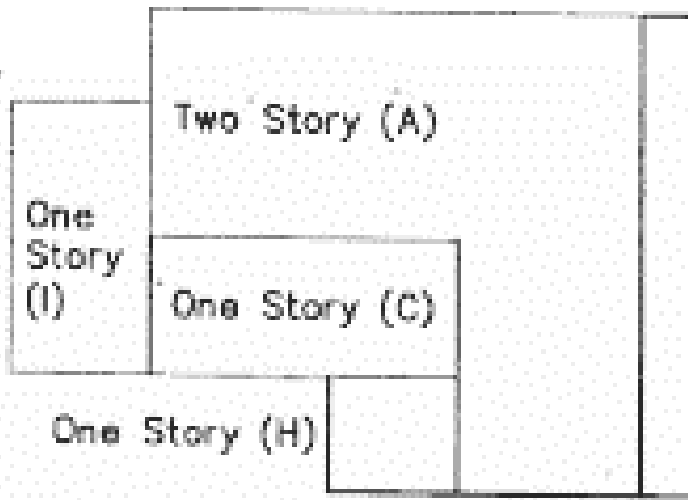
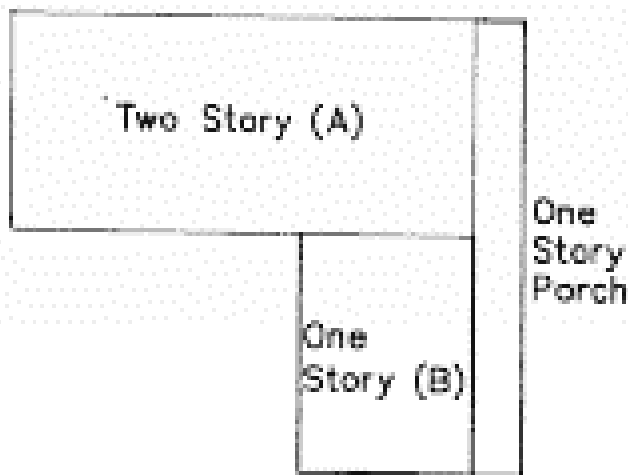


Figure 6: Footprint 2010

The Additions H and I were added to the property sometime after 1949. The age of Addition C is unclear as the footprint of the addition was documented to change several times over the years. It is unclear if new additions were built or the original addition was modified. The proposed foot print of the City Hotel would resemble the footprint that was documented between 1874 and 1889 as shown below.



Circa 1874 – 1889
re: 1889 Photo (1)

Figure 7: Footprint Circa 1874-1889

- Windows – The remaining historic structure’s windows are wooden, though many are not original, especially on the north elevation. The rehabilitation will restore the north elevation's historic window configuration, replacing windows with full wood, 8-pane lite windows that match the historic style. Restorable original windows will be relocated to the first floor where possible.
- Wall Cladding – The current wood siding, which matches the historic material but is not original, will be replaced with 4-inch white wood siding to match the historic look.
- Roof – The existing roofline will remain the same. The current asphalt shingles will be removed and replaced with a stamped aluminum shingle that is designed to replicate the look of the original wood shingles. While Castle Rock Style guidelines discourage metal roofs, staff considers the aluminum shingles appropriate as they closely mimic the historic wood shingles.
- Covered Patio – The wood patio, reconstructed with Town and State Historical Fund grants in 1997, will have its footpath wood planks replaced.
- Doors – The east elevation has three doors; the middle one, added for apartment access, will be removed. The remaining doors, which are not original, will be replaced with custom-milled doors matching the 4-pane lite design seen in historic photos.
- Fence – A non-historic wooden fence surrounding the building will be removed.
- Landscaping – An existing tree that is directly behind the historic structure will be preserved.

Proposed Addition

The proposed addition, a four-story L-shaped structure, with legs running along the south and west property lines, will mirror the historic building. A two-story structure connects the two buildings along the north property line. Parking is beneath the second floor at the rear, with access from the alley.

- Windows – The addition incorporates the window dimensions of the historic City Hotel building on multiple elevations of the building, most notably the end of the building that approaches Perry Street. Various other window sizes are incorporated throughout the building to provide required transparency and a modern element to the building.
- Wall Cladding: The primary wall cladding is a 4-inch lap siding that is being used on the historic City Hotel rehabilitation painted in a grey stain. The connecting structure utilizes the same siding but is painted in a black stain creating a transition between the two buildings. The fourth floor is clad in a black wood cladding. Additionally, there are sections of brick in a red color on the first-floor. CMU block is utilized in the back of the building on the lower level.
- Roof: The predominant roof structure is flat, consistent with common roof forms in the Historic Downtown Area. A sloped transition on the building’s rear leg (facing Perry Street)

is clad in aluminum shingles, matching the proposed material for the City Hotel roof. The connecting structure will have a gable roof with the same aluminum shingles.

- Screening Elements: Black decorative cut metal screens will be used to cover individual HVAC systems of the hotel rooms and match size and shape of the windows of the historic City Hotel building.
- Setbacks – The end of the new hotel building facing Perry Street is set back to allow the historic City Hotel building to be more prominent. The fourth floor is set back from the lower floors, helping to visually reduce the height difference between the new and historic structures.

Proposed Materials

The proposed materials have been described above and the specific details of those materials can be found within **Attachment D**.

Development Standards

A comparison of the SDP proposal to the Development Standards of the Downtown Overlay District (DOD) (page 1 of the SDP) illustrates the SDP proposal meets the permitted maximum lot coverage, minimum setbacks, and maximum setback requirement.

The proposed lot coverage of 80% is under the permitted maximum lot coverage of 100%, and all sides of the building meet the permitted minimum setback requirement of 0 feet. The building frontage of the two buildings along Perry Street within twenty feet of the property is approximately 78%, which exceeds the requirement of 25%.

Crown Design and Building Height

The property is located in the Downtown Core district which has a four-story limit, with a maximum height of 60 feet. The proposed building is four stories at a height of 50 feet. The predominant roof structure is flat, consistent with common roof forms in the Historic Downtown Area. A sloped transition on the building's rear leg (facing Perry Street) is clad in aluminum shingles, matching the proposed material for the City Hotel roof. The connecting structure will have a gable roof with the same aluminum shingles.

Design Standards

A review of the SDP proposal to the Design Standards of the DOD was performed. The review determined the SDP proposal complies with requirements for window or transparency at the pedestrian level, screening, parking, and sidewalk width.

The main front elevation of the new building shall provide 35% window or transparency at the pedestrian level. The new building's façade along Perry Street is 37 feet in length and there is 13 feet of transparency being provided which meets the required transparency.

The proposed landscaping consists of a single large canopy tree within the courtyard and 53 shrubs disbursed through the property. The applicant is requesting a variance from the Design Review Board for a reduction from the required 5 large canopy or 7 small canopy trees.

The property is located within the North Non-Residential Parking Area which requires one space for every 500 square feet of new net commercial square footage with the first 2,000 square feet exempt. Hotels are to be parked as they are throughout the Town at 1.2 spaces per hotel room. The Town's parking regulations allows for the off-street parking requirement for restaurants, bars and hotels to be fulfilled by providing a valet parking service for customers. The valet service shall provide service to and from the main entrance. An approved passenger loading area shall be provided near the main entrance of the building for this service. The provision of this service shall be signed both inside and outside of the establishment, near the main entrance. Valet parking shall be provided in an off-street lot.

The total new net commercial square footage on the property is 4,500 square feet requiring a total of 5 parking spaces to be provided for the proposed commercial uses of the project. For the 33 hotel rooms a total of 40 parking spaces is to be required. A total of 45 parking spaces will be required for the overall project of both commercial and hotel uses. The applicant is proposing a total of 6 onsite parking spaces that are accessed by the alleyway and are tucked underneath the building on the west side. The remaining 39 required parking spaces will be located at the Douglas County School District parking lot located at the north west corner of Perry Street and Sixth Street. The Town entered into a lease agreement with the Douglas County School District for 55 parking spaces in anticipation of this proposed project. If the project is approved and moves forward, the applicant will sublease their required 39 spaces from the Town per a proposed redevelopment agreement.

The SDP proposes to maintain the existing sidewalks on Perry Street. The existing sidewalks meet the Town's sidewalk construction and design regulations as set forth in the Transportation Design Criteria Manual.

Traffic Impact Analysis and Mitigation

A trip generation analysis was submitted and accepted for review that anticipated that the proposed project would generate approximately 400 daily trips. The 400 trips are distributed throughout the day. During the peak AM and PM times, a total of 21 and 36 trips would be generated respectively. When these trips are distributed to the surrounding intersections, the project would increase traffic at any given intersection by less than one percent.

The analysis determined that minimal traffic generated by the project could be accommodated by the surrounding street network and there are no specific offsite improvements anticipated that are attributable to the proposed project. A redevelopment agreement will be going before Town Council for their review and decision. As part of the redevelopment agreement, \$50,000 from the Downtown Development Authority's special fund will be set aside for any improvements that are determined to be needed by the Town within the first year the hotel is operational. The redevelopment agreement will be heard at a future Town Council hearing.

Utilities

Adequate water, wastewater, and storm sewer infrastructure exists or will be provided to serve the project.

Notification and Outreach

Public Notice

The applicant mailed public notice of the DRB hearing to all property owners within 500 feet of the property and posted public notice signs on the property at least 15 days prior to the DRB hearing date. Town staff published notice of the DRB hearing on the Town's website, and made the application available for review on the Town's Development Activity Map.

Neighborhood Meetings

The owners held three neighborhood meetings. The first, a hybrid (in-person and virtual) meeting on January 24, 2023, was attended by six members of the public. A second hybrid meeting on May 2, 2024, had four attendees. A third meeting was held on November 5, 2024 virtually. At all meetings, public attendees asked general questions about the rehabilitation process, building height and hotel operations.

External Referrals

Requests for comments were sent to various local agencies and utility service providers, Comments received from local agencies and utility service providers were technical in nature and reconciled through the SDP review process.

Analysis

This staff analysis takes into account the representations made in the application and attachments submitted to date.

SDP Review and Approval Criteria and Analysis 17.38.040

A. Community Vision/Land Use Entitlements

1. Generally, conforms to the Town's guiding documents that include, but are not limited to, Town Vision, Comprehensive Master Plans, Sub Area Plans, Design Guidelines, Corridor Plans, and any other guiding document so long as the application of such document does not restrict the project's entitle use(s) and density.
2. Complies with existing Intergovernmental Agreements applicable to the development proposed.
3. Complies with any applicable Zoning Overlay Regulations and, if applicable, Skyline/Ridgeline Regulations.
4. Complies with the approved Planned Development Plan and Zoning Regulations.
5. Conforms to the Town's architectural goals by proposing architectural details that incorporate the use of high quality materials in a unique and varied design, while eliminating monolithic expanses of walls and rooflines through the use of varying planes and architectural projections to ensure a complete 360-degree architectural design.
6. Complies with all other relevant requirements of the CRMC.

Analysis: The SDP proposal meets these criteria. The SDP proposal conforms to the Town's Vision and Comprehensive Master Plan and complies with the property's governing zoning, Business/Commercial within the Downtown Overlay District. The SDP proposal conforms to all other relevant requirements and development standards of the Town's Municipal Code.

B. Site Layout

1. Conforms to Chapter 17.50 Residential/Non-Residential Interface of the CRMC.
2. Site design shall be designed to maintain pedestrian and vehicle safety, provide for adequate fire safety, and mitigate impacts upon adjacent properties by

ensuring all vehicular, fire, and mitigation regulations contained within the CRMC, including technical criteria, have been met.

3. Provides adequate parking, on-site circulation, and loading in accordance with Town regulations.
4. Provides appropriate screening and/or enclosure of outdoor storage of merchandise/materials, loading areas, trash receptacles, mechanical units, site utility equipment, and building mounted utility hardware.
5. Provides adequate site design to protect major environmental characteristics that would include unique topographic features and significant vegetation where possible.

Analysis: The SDP proposal meets these criteria. Walkway connections from the adjacent sidewalks to the building entrances and courtyard are provided. The proposed project provides the required parking through a combination of on-site parking and off-site valet parking. The SDP proposal calls for appropriate screening. The site is not subject to the Residential/Non-Residential Interface Regulations and does not contain unique topographic features or significant vegetation.

C. Circulation and Connectivity

1. Complies with all CRMC and technical criteria associated with circulation and connectivity.
2. Complies with all Fire regulations associated with land development.
3. Provides for pedestrian and bicycle traffic in a safe and convenient manner.
4. Provides for a high level of pedestrian connectivity between neighborhoods, schools, trails/open space, and commercial areas.

Analysis: The proposed SDP meets these criteria. The proposed site plan provides for pedestrian connectivity to the building. The fire department reviewed and approved the plans in accordance with Fire regulations. The existing sidewalks have been determined to be sufficient for the proposed use.

D. Services Phasing and Off-site Impact

1. Complies with any phasing requirements associated with the approved zoning for the property. Provides phased improvements in a logical and efficient manner.
2. Adequate water resources have been conveyed or purchased. Existing or proposed water and wastewater systems can support the proposed development pattern, uses, and density.
3. Existing or proposed stormwater systems can support the development and comply with applicable regulations.
4. Provides adequate consideration for the future extension of streets and utilities to adjacent properties.
5. Identifies and appropriately provides on-site and off-site public improvements to mitigate traffic impacts as required by the CRMC and technical criteria.

Analysis: The SDP proposal meets these criteria. The SDP proposal provides adequate and efficient utility plans for water, stormwater, and wastewater, which considers the existing conditions of the property.

E. Open Space, Public Lands, and Recreation Amenities

1. Provides adequate trail systems in terms of internal circulation and appropriate external connections deemed necessary by the Town to achieve connectivity goals.
2. Ensures functional and accessible open space, consistent with the overall open space plan for development, and preserves significant natural features.
3. Ensures appropriate buffering, utilizing open space and/or setbacks to lessen any identified negative impacts.

Analysis: The proposed SDP meets these criteria. The proposed project will pay impact fees that go towards parks, and open space.

DOD Review and Approval Criteria and Analysis 17.42.060

Development Standards.

The following development standards shall apply within the DOD:

- A. Maximum lot coverage: 100% of lot area.
- B. Minimum side yard: zero feet.
- C. Minimum front yard: zero feet.
- D. Minimum rear yard: zero feet.
- E. Maximum building setback: A minimum of 25% of a building's linear footage facing a public roadway must have a setback of zero to twenty feet with a direct pedestrian connection.
- F. Maximum fence height: ten feet.
- G. Multifamily residential units must each be a minimum of 500 square feet in size and must each have an individual kitchen and individual bathroom.

Analysis: The SDP proposal meets all criteria. The SDP proposal calls for a lot coverage of 80%. The new structure is not proposed to extend past the property lines thus meeting the zero-foot setback requirements. The building frontage within twenty feet of the property is approximately 78%. Any proposed fencing is under 10 feet. No multifamily residential units are proposed with the addition.

DOD Review and Approval Criteria and Analysis 17.42.070

Crown design and building height.

- A. A building's crown design shall be reviewed by and is subject to approval of the Board based on aesthetic design, conformity with the Downtown Master Plan, and the need to maintain appropriate view sheds. The crown of a building is defined as the area of the structure that is above the top floor and may include angled roofs, decorative elements, towers, and other similar construction.
- B. Maximum building heights within the DOD are regulated as follows:
 1. Building height in the Downtown Core District is limited to four stories, with a maximum height of 60 feet. A building's crown cannot exceed the sixty-foot building height limitation.
 2. Building height in the North or South Districts is limited to six (6) stories, with no maximum height limitation.
- C. A landowner may request one (1) additional floor (with the corresponding increase in building height) in the Downtown Core District, or two (2) additional floors in the North

and South Districts through the Board. The Board, at its discretion, may grant an additional floor request after considering the following criteria:

1. Whether the project will incorporate design elements found in adjacent Landmark structures; and
2. The impacts of the increased building height on adjacent properties.

Analysis: The property is located within the Downtown Core District, which the property is located within, criteria of four stories and 60 feet. The proposed project is four stories and 50 feet, meeting this requirement. The proposed height will be similar to the adjacent Reyn Rock building to the south. The predominant roof structure is flat, consistent with common roof forms in the Historic Downtown Area.

Analysis 17.42.080

Design standards.

- A. Prior to the issuance of a structural building permit within the DOD, all projects must be reviewed by the Board for compliance with the standards set forth in this Section.
- B. All project designs should be based on the Castle Rock Design (see Resolution No. 2003-64) and the Downtown Master Plan (see Resolution No. 2008-38).
 1. Window or transparency. The main front elevation shall provide at least thirty-five percent (35%) window or transparency at the pedestrian level. Side elevations that face a public roadway shall provide at least a thirty percent (30%) window or transparency at the pedestrian level. The window or transparency is measured in a linear fashion. (For example, a one-hundred-foot-long building elevation shall have at least thirty-five percent (35%) transparency in length.) The height of the glass or Plexiglas must be a minimum height of five (5) feet.
 2. Accessory structures. The design of accessory structures should incorporate design elements of the primary structure and should not become a dominant feature on the property.
 3. Rooftop equipment. All rooftop equipment shall be screened from view on all sides visible to the general public, by building parapet walls or other building elements that appear as integral elements of the overall building.
 4. Service station. All service stations will be required to develop the site following a backward service station design. This will require the convenience store to be located along the sidewalk/public roadway with pedestrian connectivity. The gas pump facilities shall be located on the side or rear of the project.
 5. Outdoor storage, repair, rental, and servicing areas shall be:
 - a. Set back fifteen (15) feet from the front lot line;
 - b. Screened by an opaque wall or fence with a height of ten (10) feet. An opaque wall or fence must completely screen the property beyond the fence and can include stockade fences or walls. Chain-link fences with slat, cloth, or other, similar measures are not considered to be opaque fences. An opaque berm and/or landscaping that provide the equivalent screening as a required opaque fence may be used.
 6. Landscaping. All developments shall adhere to the following landscaping requirements with a focus on the pedestrian space and sidewalk areas. A landscaping plan will be required with all site plans, showing the proposed landscaping for the site. One (1) large canopy tree will be required for every twenty-two (22) linear feet (on center) or one (1) small canopy tree will be

required for every fifteen (15) linear feet (on center) of property fronting along a public roadway. The landscaping plan is subject to approval by Castle Rock Water and Public Works Departments. Routine tree maintenance, such as trimming, thinning, watering and, if necessary, tree replacement may be needed to ensure the quality of the streetscape. The following landscaping provisions include a ratio relationship between the number of plantings required, based upon the number of trees required. All shrubs plants must be a minimum size of five (5) gallons at planting and all flowering perennial plants must be a minimum of one (1) gallon at planting. For every required tree, a corresponding number of plantings or trees, from either Subparagraph a., b., or c., below, will be required for each site plan:

- a. Shrubs: Five (5) per required tree.
 - b. Perennial plants: Seven (7) per required tree.
 - c. Trees: One (1) per required tree.
7. Parking Requirements:
- a. Parking requirements for the North Non-Residential Downtown Parking Area, as depicted in Figure 4 shall be as follows:
 - i. One (1) parking space per five hundred (500) square feet of new construction. The first two thousand (2,000) square feet of new non-residential construction shall be exempt from parking requirements. Interior tenant finishes or remodels are exempt from this parking requirement.
 - ii. Existing building square footage shall be excluded from the required parking calculation. Existing building square footage to be demolished shall be deducted from the new building square footage for parking calculations.
 - iii. Hotel use shall comply with off-street parking standards set forth in Chapter 17.54.
 - b. Parking requirements for the South Non-Residential Downtown Parking Area shall be in accordance with the requirements set forth in Chapter 17.54.
 - c. No on-site parking is allowed on the side of a structure abutting a street, as determined by the Director.
8. Sidewalk requirements: All sidewalks must be designed and built to meet the Town's sidewalk construction and design regulations as set forth in the Transportation Design Criteria Manual.
- a. All buildings will be required to have a minimum of one (1) sidewalk connection from a sidewalk located along a public roadway to the entrance of the primary structure.

Analysis:

Chapter 2 of Castle Rock Design includes guidelines for building within the Downtown District. New buildings should reflect the traditional character of the Downtown but can use new, innovative elements in ways to express the architecture of current times. In this way, new buildings can be clearly distinguished from their elder neighbors. These guidelines are designed to spark development that is creative, yet maintains respect for the architectural history of the district. The goal is to conserve the sense of the past and the distinct Downtown character while encouraging the continued growth of a vital business district. The new addition

reflects the traditional character of the Downtown through its simple form and use of historic materials while sprinkling in some modern architectural details such as the use of decorative HVAC covers.

The new hotel building meets the required transparency requirement of 35% along Perry Street. Parking provided on site and through the off-site valet parking meets the minimum required parking. The existing sidewalks meet the Transportation Design Criteria Manual regulations and provide proper connection to the entrance of the primary structure.

The DRB is to review and decide upon the requested variance for a reduction in the required landscaping. Based upon the linear frontage of the building the project would be required to provide a total of 5 large canopy trees or 7 small canopy trees. The applicant is proposing 1 tree that is already existing within the courtyard area. Per the design standards, trees should be located within pedestrian spaces and sidewalk areas. In the Downtown area, the common practice is to provide street trees along the sidewalks to meet the tree requirement. There are two impediments to having street trees along the frontage of the property. On the south end of the property, the sidewalk narrows for the valet pull up zone. Placement of trees in the narrower sidewalk would create a pedestrian impediment and would create a conflict with the valet operation. On the northern end of the property there is the covered boardwalk that protrudes in to the sidewalk area. Placement of trees along this area would result in the sidewalk not meeting the required clear zones. In looking at other potential pedestrian areas the applicant and staff considered additional trees in the courtyard area. Castle Rock Fire was not supportive of any additional trees within the courtyard as they would impede fire operation in the case of a fire. Based upon these competing interests, staff is supportive of the requested variance.

Budget Impact

Development of the property will generate review and impact fees, along with use taxes. A redevelopment agreement will be presented to Town Council at a later date for their review and decision.

Findings

All staff review comments and external referral comments have been addressed to staff's satisfaction. As such, Town staff finds City Hotel Site Development Plan:

- Generally, conforms with the objectives of the Town Vision and the Comprehensive Master Plan; and
- Meets the zoning requirements of the Business/Commercial District and Downtown Overlay District; and
- Meets the review and approval criteria of the Castle Rock Municipal Code, Chapters 17.38 and 17.50, and
- Meets the review and approval criteria of the Castle Rock Municipal Code, Chapter 17.42, and
- Justifies the approval of a variance request for the reduction in trees.

Recommendation

Staff recommends approval of the Site Development Plan.

Proposed Motions

Option 1: Approval of SDP and Variance

“Based on the applicable Code criteria that the Board considered, the evidence presented at the hearing, and the staff report, I move to approve (i) the Site Development Plan for “City Hotel” as shown; and (ii) the reduction in required landscaping variance. Further, the Board finds there is no adverse effect on the public’s health, safety, and welfare as it pertains to the requested variance”

Option 2: Approval with Conditions

“Based on the applicable Code criteria that the Board considered, the evidence presented at the hearing, and the staff report, I move to approve with conditions (i) the Site Development Plan for “City Hotel”; as shown; and (ii) the reduction in required landscaping variance. The conditions for approval are as follows: _____” (list conditions)”

Option 3: Denial

“Based on the applicable Code criteria that the Board considered, the evidence presented at the hearing, and the staff report, I move to deny (i) the Site Development Plan for “City Hotel” as shown; and (ii) the reduction in required landscaping variance; finding that one or more of the following criteria has not been satisfied pursuant to Section 17.42.100.A.: -----” (list criteria not met)”

Option 4: Continue item to next hearing (need more information to make decision)

“I move to continue the Site Development Plan for “City Hotel” to the next Design Review Board meeting on, 2024”

Attachments

- Attachment A: Vicinity Map
- Attachment B: Site Development Plan
- Attachment C: Cultural Resources Survey
- Attachment D: Materials Board
- Attachment E: Renderings
- Attachment F: Public Comment