

ITEM # 1 Jeff Knighton requests Project Plan approval for the remodel including an additional third floor for the Winston Building, located at 285 W Center Street in the General Downtown (DT1) zone. Downtown Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.org PLPPA20210137

Applicant: Jeff Knighton

Staff Coordinator: Dustin Wright

Property Owner: FIG REAL ESTATE HOLDINGS LLC

Parcel ID#: 04:059:0014

Number of Properties: 1

Number of Lots: 1

ALTERNATIVE ACTIONS

1. **Continue** to a future date to obtain additional information or to further consider information presented. The next available meeting date is July 7, 2021 at 5:00 p.m.
2. **Deny** the requested Project Plan. This action would not be consistent with the recommendations of the Staff Report. The Hearing Officer should state new findings.

Landmarks Designation:

This is a contributing structure in the Downtown Historic District.

Relevant History:

On May 19, 2021, the Landmarks Commission approved a Certificate of appropriateness for work to be done on the front façade and to allow for the addition of the third level with a 20 foot step-back (PLLD20210138). The building is currently vacant. An addition is being built on the rear of the existing building under previous approvals.

Neighborhood Issues:

No issues have been presented to staff. The neighborhood chair elected not to hold a neighborhood meeting for this item.

Summary of Key Issues:

- The proposed third-story addition is proposed to have a twenty-foot step-back from the existing front façade.
- The Downtown Streetscape Standards are applicable to this property.
- Parking for the added floor will be shared parking with the adjoining tenant space that operates a dance hall in the evenings.

Staff Recommendation:

Approve the requested Project Plan with the following conditions:

1. Conditions from the Landmarks Commission for PLLD20210138 are met.
2. Approval from CRC is obtained.
3. Windows on the addition are to be square or vertical in proportion to comply with 14.34.295(5).
4. An improvement agreement will need to be signed to ensure that the Downtown Streetscape Standards will be completed by the owner at a later date when other improvements on the block are ready.

BACKGROUND

The applicant is requesting to add a third floor to an existing building in the Downtown Historic District. The applicant has presented the plans to the Landmarks Commission and received a Certificate of Appropriateness to add the proposed addition. The proposed use will be for real estate offices which are a permitted use in the DT1 zone.

ANALYSIS

The General Downtown (DT1) zone requires levels above the third level to be stepped-back twenty feet. Since this project is located on a historic structure in the Downtown Historic District, the Landmarks Commission approved this addition above the historic structure because the step-back is being proposed above the second floor to help preserve the massing and scale of the building.

This development is in the Downtown Streetscape Standards area. Development in this area is required to improve the existing streetscape to the current standards. Since the width of the property is very narrow, it does not make sense to install these improvements at this time. It will be better to wait until a few other adjacent properties are ready to have their frontage improved so that it can all be done concurrently. For this to work the applicant will need to sign an improvement agreement that will allow for the City to have the property owner provide this at a future date. This is included in the staff recommendation as a condition of approval of this Project Plan.

Parking for the proposed addition will increase the parking need by six parking stalls. The applicant is requesting approval to have these stalls be approved as a joint use with the adjacent dance hall that uses the parking lot in the evenings when the proposed office space will not be used.

FINDINGS OF FACT

1. The property is located in the DT1 zone.
2. Parking for office is one stall per 250 GFA.
3. There are approximately 1,880 square feet of new office space with this addition.
4. DT1 zone allows for a 25% reduction in parking.
5. New addition is required to have six parking stalls.
6. The proposed use, SLU Code 6100, is permitted in the DT1 zone.

STAFF RECOMMENDATION

Approve the requested Project Plan with the following conditions:

1. Conditions from the Landmarks Commission for PLLDR20210138 are met.
2. Approval from CRC is obtained.
3. Windows on the addition are to be square or vertical in proportion to comply with 14.34.295(5).
4. An improvement agreement will need to be signed to ensure that the Downtown Streetscape Standards will be completed by the owner at a later date when other improvements on the block are ready.

APPLICANT AGREEMENT TO CONDITIONS

Pursuant to Section 14.04.050 of the Provo City Code, relating to Staff Action on Planning Commission Matters, by signing below, the applicant agrees to the recommended conditions. If the applicant does not agree to the recommended conditions, the applicant may request to have the item heard by the Planning Commission.

(x) _____ Date _____

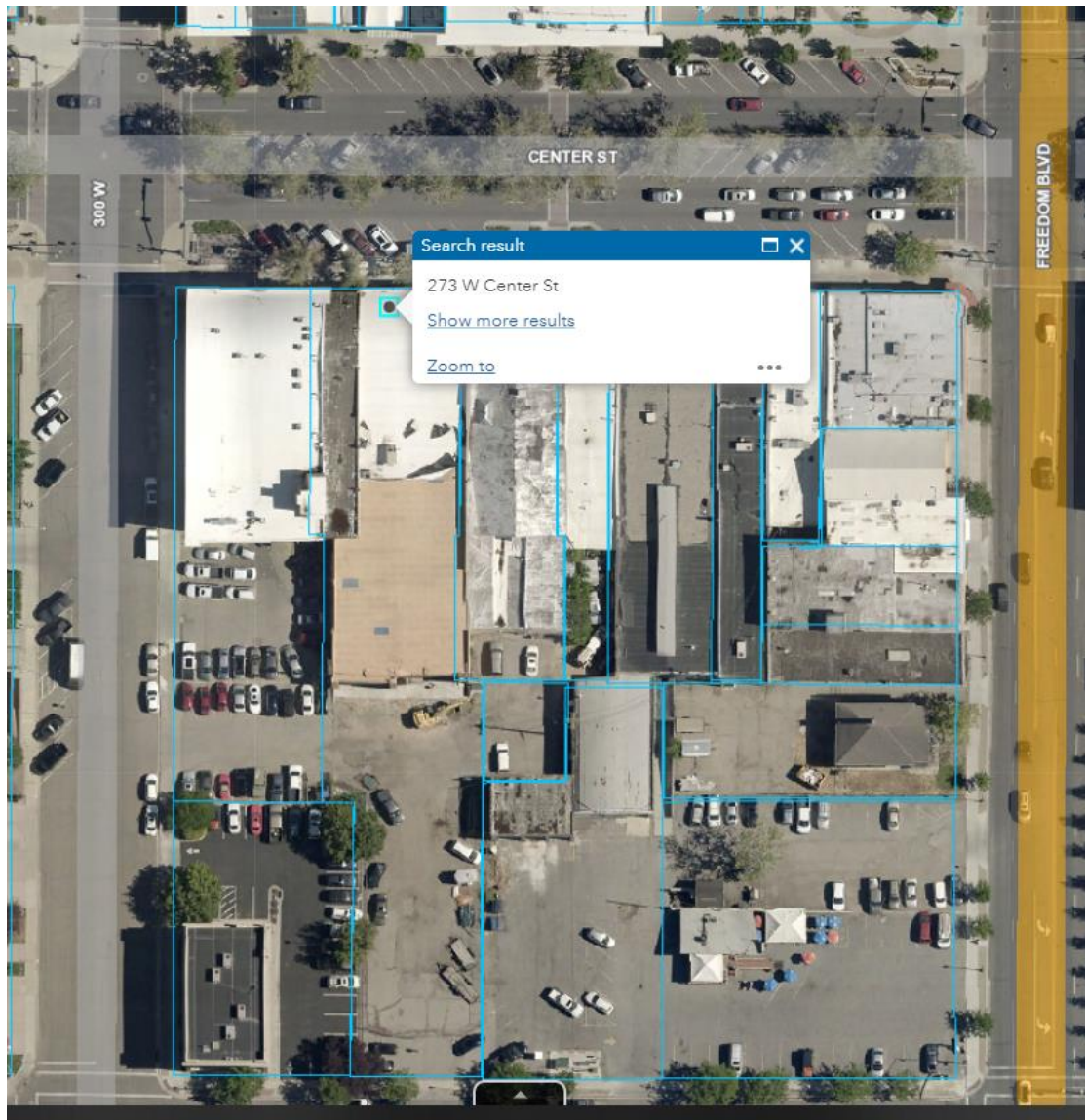
APPEAL

Decisions of the Administrative Hearing Officer may be appealed to the Provo City Board of Adjustment by filing a written appeal with the Community and Neighborhood Services Department within fourteen (14) days following the date of the hearing per the requirements of Section 14.05, Provo City Code.

ATTACHMENTS

1. Aerial
2. Site Plan
3. Elevations
4. Landmarks Commission Report of Action

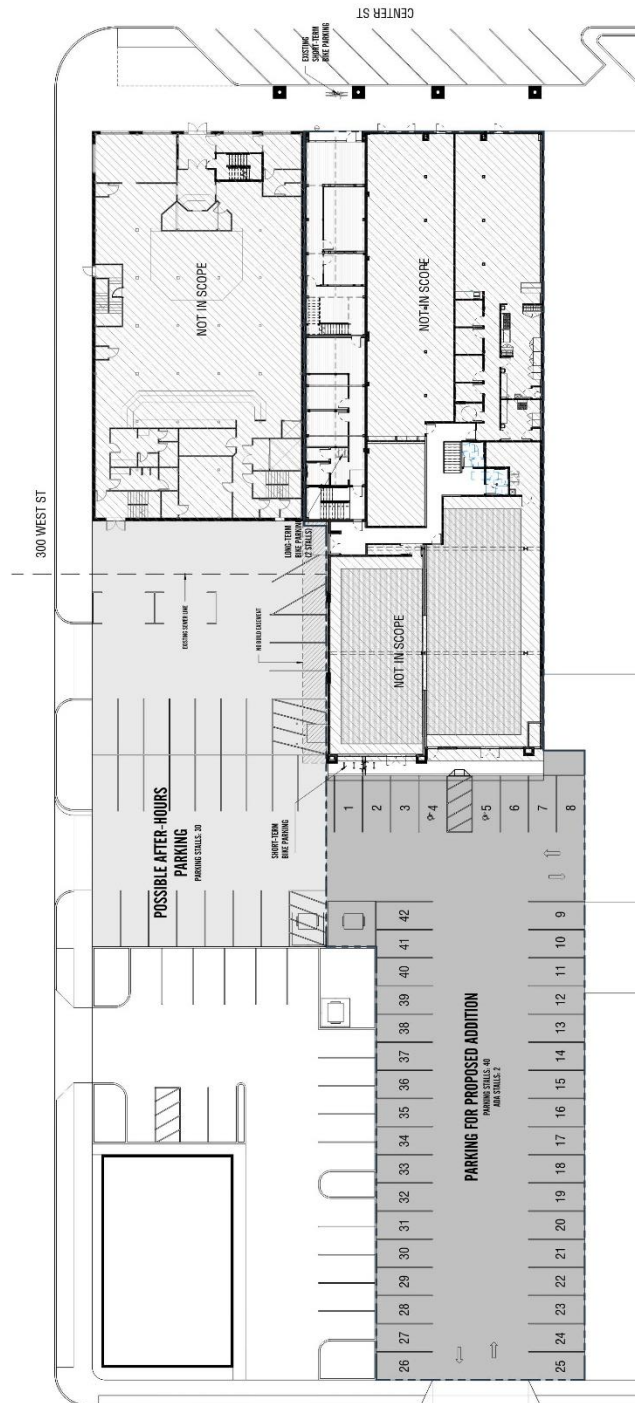
Attachment 1 – Aerial



Attachment 2 – Site Plan

PARKING CALCULATIONS		
Parking Required (Office Total at 1:1,250 = Total Staff)	Staff Required	
1st Floor - 2,265 SF / 500	9	
2nd Floor - 1,900 SF / 500	8	
3rd Floor - 1,900 SF / 500	8	
4th Floor - 1,900 SF / 500	8	
Total Parking Required	23	
Total Parking Provided	42	

* Parking lot to be shared with Arlington Hall. The Winston building (office use) will utilize the parking lot from 7:00am to 6:00pm and the Winston building (print agency) will utilize the parking lot from 6:00pm to midnight.



Attachment 3 – Elevations



Attachment 4 – Landmarks Commission Report of Action



- Item 1 Jeff Knighton requests a Certificate of Appropriateness from the Provo City Landmarks Commission for the remodel of the Winston Building, including a third-story addition, located at 285 W Center Street in the General Downtown (DT1) zone. Downtown Neighborhood. Dustin Wright (801) 852-6414 dwright@provo.org PLLDR20210138
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The following action was taken by the Landmarks Commission on the above described item at its regular meeting of May 19, 2021:

APPROVED WITH CONDITIONS

On a vote of 4:0, the Landmarks Commission approved the above noted application, with the following conditions:

Conditions of Approval

1. The original wooden casement windows will need to be replaced to match the original dimensions and construction. Detailed plans will need to be submitted as part of the building permit for staff approval that these match the original windows that were removed.
2. The existing brick on the two-story front façade is not altered or replaced with “new exterior brick” as shown on the submitted plans.
3. Third level addition is to have a 20’ step-back from the historic front façade.
4. Windows on the addition are to be square or vertical in proportion to comply with 14.34.295(5) and with historic (2) “Proportions of windows and doors” in 16.06.020(2).

Motion By: Jeff Ringer

Second By: Jessie Embry

Votes in Favor of Motion: Jeff Ringer, Jessie Embry, Susan Fales, Matthew Christensen

Votes Opposed to Motion: None

Matthew Christensen was present as Chair

- Includes facts of the case, analysis, conclusions and recommendations outlined in the Staff Report, with any changes noted; Landmarks Commission determination is generally consistent with the Staff analysis and determination.

STAFF PRESENTATION

The Staff Report to the Landmarks Commission provides details of the facts of the case and the Staff's analysis, conclusions, and recommendations.

NEIGHBORHOOD AND PUBLIC COMMENT

The Neighborhood Chair was not present or did not address the Landmarks Commission during the hearing.

CONCERNS RAISED BY PUBLIC

Any comments received prior to completion of the Staff Report are addressed in the Staff Report to the Landmarks Commission. Key issues raised in written comments received after the Staff Report or public comment during the public hearing included the following:

- No comments were made.

APPLICANT RESPONSE

Key points addressed in the applicant's presentation to the Landmarks Commission included the following:

- The intent of this request is to help preserve the historic structure and add additional space above.
- There will be no new exterior brick, that was just a mistake on the submitted plans.
- There will be new support built inside of the existing structure.
- The windows on the side are existing openings and the new addition will be modified to comply with the current code.
- The long-term plan for the building will be office space.
- The arched cornice is staying and will not be altered.
- The upper windows were removed for safety concerns.
- There is a desire to have cover over the upper patio space.

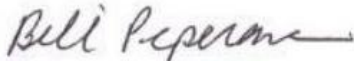
LANDMARKS COMMISSION DISCUSSION

Key points discussed by the Landmarks Commission included the following:

- In the future the applicant could come back and propose some kind of mechanical or removeable covering for the upper patio to have a gathering space.
- The Commission felt it would be helpful to see the windows or openings from the inside of the structure.
- The existing openings could have windows placed in the on the east side of the building.



Landmarks Commission Chair



Director of Development Services

See Key Land Use Policies of the Provo City General Plan, applicable Titles of the Provo City Code, and the Staff Report to the Landmarks Commission for further detailed information. The Staff Report is a part of the record of the decision of this item. Where findings of the Landmarks Commission differ from findings of Staff, those will be noted in this Report of Action.

Legislative items are noted with an asterisk (*) and require legislative action by the Municipal Council following a public hearing; the Landmarks Commission provides an advisory recommendation to the Municipal Council following a public hearing.

Administrative decisions of the Landmarks Commission (items not marked with an asterisk) **may appeal** that decision to the Mayor, subject to the procedures in Section 3.06.010, Provo City Code.

BUILDING PERMITS MUST BE OBTAINED BEFORE CONSTRUCTION BEGINS