



Project Address: 3205 Stevens Street
Application Type: Residential Building Complex
UDC is an Advisory Body
Legistar File ID #: [90325](#)
Prepared By: Jessica Vaughn, AICP, UDC Secretary

Background Information

Applicant | Contact: Joe McCormick, JD McCormick Properties | Kevin Burow, Knothe & Bruce Architects, LLC

Project Description: The applicant is proposing to construct four new buildings in an existing Residential Building Complex, Woodland Reserve Apartment Complex, including:

- Two, 4-story, 26-unit multi-family dwellings,
- Two, 2-story, 4-unit multi-family dwellings.

Project Schedule:

- The Plan Commission is scheduled to review this proposal on January 12, 2026.

Approval Standards: The UDC is an **advisory body** to the Plan Commission on this request. [Section 33.24\(4\)\(c\)](#), MGO states that:

“The Urban Design Commission shall review the exterior design and appearance of all principal buildings or structures and the landscape plans of all proposed residential building complexes. It shall report its findings and recommendations to the Plan Commission.”

As noted above, the UDC is an **advisory body** to the Plan Commission on this request. Staff recommend that as an advisory body, the UDC should structure a motion as a recommendation to the Plan Commission with or without specific findings and conditions. For example, such a motion may look like the following:

“The UDC finds that the standards for Residential Building Complexes have been met...and recommends that the Plan Commission approve the proposed development subject to the recommended conditions.”

Adopted Plan Recommendations: The project site is in the Hoyt Park Area Joint Neighborhood Plan (2014) (the “Plan”) planning area in Focus Area L, Bluff/Stevens Medium Design Residential. As noted in the Plan, and the City’s more recently adopted Comprehensive Plan (2024), the site is recommended for Medium Residential development, which includes larger multi-family building or multi-family complexes that range in height from 2-5 stories.

The Plan shows a buffer indicated along the east property line, although the Plan does not provide specific guidelines related to the design of the buffer. In addition, as noted in the Plan’s more detailed guidelines for Focus Area L, maintenance of the mid-block walkway along the east edge of the property is encouraged, as well as exploring opportunities to create an enhanced bike/pedestrian connection in this location.

Summary of Design Considerations

Staff request the UDC's feedback and findings on the development proposal regarding the aforementioned standards as it relates to the design considerations noted below.

- **Building Design, Composition, and Materials.** As indicated in the site context photos, the existing development is comprised of a collection of two- and three-story buildings with mansard style roofs, and masonry and asphalt shake shingle materials. The proposed buildings, while not designed with mansard-style roofs, are reflective of smaller-scale multi-family residential buildings, with hipped roofs, dormers, and masonry veneer, composite siding and metal siding and accent materials.

Staff request the Commission's feedback and findings on the overall building design and composition, giving consideration to creating a cohesive collection of buildings and maintaining consistent material applications across all buildings, adequacy of building detailing, including publicly visible garage/garage doors, as well as proportions and scale across the complex.

In addition, staff request the Commission's feedback and findings as it relates to the proposed material palette and the use of a corrugated metal panel.

- **Landscape and Screening.** As indicated on the site plan and context imagery, the project site has frontage on two streets, Stevens Street and Bluff Street, on the north and south sides of the site, respectively, and is adjacent to development that is lower density on the east and west sides of the site. As such, consideration should be given to the appropriateness of the location and amount landscape areas in relation to parking fields, the adequacy of year-round screening of surface parking areas, including those that are in close proximity to the property line on the west side of the site, as well as those that are visible from the street, softening the internal hardscape areas, including along pedestrian pathways and around the amenity space, and providing adequate buffers and transitions between uses of differing levels of intensity, including those adjacent to the east and west.

Staff request the Commission's feedback and findings on the proposed landscape plan and plant selections, especially as it pertains to providing year-round screening and providing adequate transition, especially along the east and west property lines.

In addition, while concept imagery was provided for the masonry retaining/landscape walls and fencing, final material/design selections have not been indicated. Additionally, information was not provided related to refuse enclosures. Staff request the Commission's feedback and findings as it relates to these screening elements and recommend that the Commission address these elements in their motion.

Staff note that, as proposed, the landscape plan **does not** appear to meet the landscape requirements pursuant to MGO 28.142, including those related to development frontage. Ultimately, the Zoning Administrator will determine compliance with the Zoning Code.