



PREPARED FOR THE URBAN DESIGN COMMISSION

**Project Address:** 307 E Wilson Street  
**Application Type:** Façade Alterations for Summit Credit Union in UMX Zoning Informational Presentation  
**Legistar File ID #:** [76206](#)  
**Prepared By:** Jessica Vaughn, AICP, UDC Secretary

## Background Information

**Applicant | Contact:** Steve Polacheck, Summit Credit Union | Alec Hembree, Strang, Inc.

**Project Description:** The applicant is proposing exterior façade alterations and parking lot landscape improvements to the existing Summit Credit Union Downtown Branch. The proposed alterations include the redesign of the front entrance volume, addition of a metal canopy structure, painting all facades, and adding metal panel accent band on the John Nolen Drive façade.

**Approval Standards:** The Urban Design Commission (UDC) will be an **advisory** body on this request. Section [28.076\(b\)](#) includes the related design review requirements which state that: “All new buildings and additions that are less than twenty thousand (20,000) square-feet and are not approved pursuant to (a) above, as well as all major exterior alterations to any building shall be approved by the Urban Design Commission based on the design standards in [Sec. 28.071\(3\)](#), if applicable, and the [Downtown Urban Design Guidelines](#).”

**Related Zoning Information:** The property is zoned Urban Mixed-Use (UMX). While the UMX zone district outlines design standards that are applicable to all new buildings and modifications thereto, the applicability of those standards is only triggered with the addition of floor area. It is staff’s understanding that the floor area is not being added as part of this request.

**Design-Related Plan Recommendations:** The project site is located within the [Downtown Plan](#) planning area. As such development on the project site is subject to the Downtown Urban Design Guidelines.

## Summary of Design Considerations

Staff recommends that the UDC provide feedback on the development proposal regarding the aforementioned standards related to the items noted below. As part of this review, staff recommends consideration be given to the following:

- **Building Design.** Staff requests the UDC provide feedback on the overall design composition as it relates the successful integration of the new building features, including the metal canopy and building entrance volume. Consideration should be given to the Downtown Design Guidelines, including those that speak to proportions of architectural features, creating a cohesive architectural expression, and incorporating a higher level of design at the pedestrian level.
- **Building Materials.** As noted on the plans, metal panel is proposed on both the front (E Wilson Street) and back (John Nolen Drive) facades. As noted in the building materials standards for the UMX zoning district, footnote E, “...metal panel shall be heavy gauge and non-reflective.” It is unclear whether the proposed metal panel meets this requirement; additional information is needed regarding the material details. Staff requests the UDC provide feedback on the introduction of the new material as it relates to

Downtown Urban Design Guidelines, including those that generally speak to utilizing durable, high-quality, complementary materials, and creating visual interest.

- **Landscape.** As noted on the plans, new landscaping is shown. The applicant is advised that a landscape plan, including planting details and plant schedule, consistent with MGO 28.142 will be required.
- **Lighting.** The applicant is advised that a photometric plan, fixture cutsheets and mounting details, consistent with MGO 29.36, will be required for all new light fixtures.