

15 November 2013  
515 Oxford Renovation and Expansion  
CPO Meeting Report

### **Notice Provided**

Letter notices were distributed (see attached) to 394 recipients within 1,000 feet of the site location. This information was provided to the petitioner by the City on October 31, 2013.

### **Meeting Summary**

The meeting was held at the Delta Gamma Sorority house located at 626 Oxford. The meeting started promptly at 7:34. Five (5) attendees were present beyond the project team – two (2) arrived shortly after the formal presentation had begun. Two individuals spoke both for themselves and as executive members of the OxBridge Neighborhood Association. See the attached sign-in sheet for reference.

Representing the project team were:

Mr. Dan Pampreen (Dan's Houses, owner and the formal petitioner)  
Mr. Robb Burroughs (OX Studio, project architect)  
Ms. Ariel Hurwitz-Greene (DG Alumni rep and project coordinator for the sorority)

A presentation regarding the proposal was provided to the attendees describing the existing conditions of the property, the intended use and the municipal review process, including the individual requests being made of the City.

### **Presentation Boards**

The following materials were presented during the course of the meeting:

*Existing Conditions Site Plan*  
*Existing Conditions Site Plan with existing R4A setbacks overlayed*  
*Existing Conditions Image and Plan board*  
*Proposed Architectural Site Plan*  
*Proposed First and Second Floor Plans (including unit layouts)*  
*Proposed Exterior Building Elevations*  
*Proposed Exterior Façade Renderings*

### **Attendee Comments / Questions**

Is there a kitchen?

*A non-commercial kitchen is being provided for general cooking and storage.*

Where will the sorority members eat?

*Sorority members living at the annex will be included with the food service plan managed thru the existing house.*

Why is there a separate suite?

*This is the house mom suite, required by both the sorority and the zoning ordinance.*

How many parking spaces are being provided?

*6 total parking spaces are being provide, one for every three beds. Two spaces will be in the garage and four will park at grade.*

How many parking spaces are there presently at the building?

Where is the parking going to take place?

*All parking will be accounted for on site. Overflow parking can be accommodated at the existing sorority as required.*

What materials will be used on the exterior facades?

*The existing structure is primarily painted wood siding and concrete block. The building will be reclad and the new work composed of painted Hardiboard siding, most likely in varying palette of sizes and siding types.*

What are the current number of beds in the existing DG sorority house?

*60 sorority members live in the DG house.*

What are the current number of bedrooms in the existing house?

*8*

What happens if the sorority elects to not renew their lease?

*The Owner intends to rent this to other sorority users or as a household dedicated for female residential housing.*

How many members of the sorority live at the present house?

*60*

How many members of the sorority will remain after the annex is completed?

*42*

Will this project impact water pressure in the neighborhood?

*The team was not aware of any water pressure issues but new work will comply with municipal standards.*

Does the front porch encroach into the setback?

*The front porch is in the front yard setback (after adapting the averaged front yard condition) but is not covered and therefore is a conforming addition to the building.*

Specific concerns of neighbors:

Noise (bad boys from fraternities)

Parking

Demand on existing neighborhood infrastructure

Water Pressure

"Love the architecture – it's a great improvement"

### **Comments Received via Email or Telephone**

Telephone:

Florence Arnold – 1502 Geddes (call received 11/13)

Ms. Arnold inquired into the nature of the project. After hearing what was being proposed, she stated that she had no problems with the proposal.

Email:

Ms. Lana Hawkins

Attachments

The following referenced documents are attached as follows:

CPO Notification Letter and Site Plan

Attendee Sign In Sheet

Presentation Boards (as listed above)

End of Memo

Dear Property Owner,

In accordance with the City of Ann Arbor's Citizen Participation Ordinance (CPO), we are inviting you to a public meeting in regards to the property located at 515 Oxford Road. Your property is within 1000 feet of this development and as such we are sending you this letter to notify you of the development and the opportunity to give us your input. The purpose of this meeting is to address questions and concerns that you may have about this proposed development and also garner your input as a neighborhood resident and promote effective citizen participation in the project development process. This is a way for all of the neighbors to be involved in the design and development process and allow the developers a chance to hear your concerns and ideas so that the design team can try to incorporate these into the overall design as possible.

After this meeting is conducted the design team will comb through the ideas and suggestions to finish the site plan design for submittal to the City of Ann Arbor by the November 25th submittal deadline. Once these plans are submitted, City staff will have a chance to review the plans for its conformance with the city zoning requirements and site development standards. The first possible Site Plan Meeting for this project to be heard will be at the January 23rd Planning Commission Meeting. This meeting, and any subsequent meetings including City Council, will be open to the public.

### Petition for Site Plan Review

The project is intended to adaptively re-use, renovate and expand the existing multi-family residential structure to accommodate future use as a boarding house. The boarding house function would accommodate provisions to make the building an annex for the Delta Gamma sorority, likewise located on Oxford Street. This process will include application for Rezoning, Special Exception Use (required for boarding house function) and Site Plan Approval to the City Planning Commission.

Due to the limitations of the existing R4A Multiple Family Dwelling district and its unique application in this area of the city, the property is being proposed for rezoning from R4A to R2B Two-Family Dwelling and Student Housing district. This would allow zoning compliance both for the majority of the existing site, building and proposed use, something the current zoning classification does not afford. In addition, this district is the predominant district within this area and would allow this property to match the surrounding zoning classifications, and in many cases the similar uses, of the neighboring properties.

The project will include 17 beds distributed amongst one- and two-bedroom units and arranged between the first and second floors of the structure along with commons bathrooms and gathering spaces. In addition, a resident manager suite (including one additional bed) will be provided per ordinance requirements. The existing building envelope is presently two-stories in height – the new building area will match the approximate overall height. Parking provisions will be accommodated on the site, with two (2) garage parking stalls and four (4) exterior parking stalls.

### Meeting Logistics

Date: Thursday November 14, 2013  
Time: 7:30 – 8:30PM  
Location: Delta Gamma Sorority House  
626 Oxford Road  
Ann Arbor, MI 48104

### Anticipated City Review Schedule

▪ Citizen Participation Meeting	11/14/2013
▪ Submittal of petition to Ann Arbor Planning Department	11/25/2013
▪ Ann Arbor Planning Commission/Council Meetings	01-04/2013

Persons with disabilities are encouraged to participate in public meetings. Accommodations, including sign language interpreters, may be arranged by contacting Robb Burroughs at OX Studio during regular business hours at (734) 929-9014 or email at [robb@oxstudioinc.com](mailto:robb@oxstudioinc.com). Requests need to be made at least 72 hours in advance of the meeting.