



MEMO

PLANNING AND COMMUNITY DEVELOPMENT

To: Plan Commission
From: Dave Kittel, Director of Planning and Community Development
Date: 4/15/2025
Re: Preliminary Site Plan Review- 301 W Seventh St (Club Ritz)

Background information:

An addition to 301 W 7th street has been in the works for a number of years. There have been many reviews to find a way to create an addition to allow for ADA bathrooms on site to allow for better and safer use of the building. The Owners are requesting for a preliminary review before they finalize plans and spend any additional money to help ensure their current proposal is viable. The current proposal would add an addition on the rear of the building to accommodate the new ADA bathrooms and add some additional parking in the rear along the alley way for staff. The proposed addition meets requirements for set backs, the architectural plans need to be finalized to ensure a full review on the building code can be done. The Façade is planned to have stone that would be compliant of façade requirements as well. A dumpster enclosure would need to be added as well. The main question that is coming forth to the plan commission is in regards to parking. The current proposal would add 5 parking spaces. This is an improvement to the existing situation and the current zoning code states:

All permitted principal uses except dwelling units. Any exterior expansion of a building or construction of a building shall be subject to review by the city plan commission to ensure that adequate off-street parking is available in the area. New construction or expansion creating 750 square feet or more of floor space shall provide specific locations of employee and customer parking and attest to its availability in writing,

specifically noting if the parking is private or public and what parking space is available. Lack of parking is grounds for denial of the building permit application. Denials for permits shall be provided in writing, noting the reasons for denial and any supporting documentation of the denial. Appeals from this determination can be submitted to the city common council within 45 days of written notice of the denial. The common council can override the city plan commission's denial by a three-fourth vote of the common council.

The determination of the proposed site plan comes down to parking. There is no set number of spaces required. The owners feel that the additional spaces provide adequate parking for the needs of their business. Currently there is 15 off street parking stalls and other off street parking available.

Recommendation:

Discussion for Commissioners and direction for the proposed addition in relation to needed parking.

