



# MEMO

## PLANNING AND COMMUNITY DEVELOPMENT

To: City Plan Commission  
From: Adrienne Nelson, Associate Planner  
Date: June 12, 2025  
Re: Site Plan Review – 301 W Seventh Street (Club Ritz)

Club Ritz is a neighborhood bar that has had an addition in the works for a number of years. This project will add an additional 1,840 square feet of room to allow for ADA bathrooms as well as for a game room. The intent of the owners to add the space needed for the bathrooms with some additional room but not to increase the occupancy limit of the building.

### Site Plan Review:

*Site/Architectural: [17.32 \(10\) Supplementary District Regulations & applicable zoning](#)*

The Club Ritz building is two stories, but the addition will only be one story. The height of the addition will be 17', the same as the first floor of the existing building. There are currently 15 off-street parking spaces, and they plan to add an additional 5, bringing the total up to 20. All set back requirements are met and all applicable ordinances are being complied with to include zoning requirements.

### *Landscape: [17.52 Landscaping Requirements](#)*

There are two trees located on the property. There are no plans to remove these during the construction process. A 6ft tall opaque fence must be installed on the west side with 1 shrub per ten feet of fence added to meet the buffer requirements of 17.52.

### *Lighting:*

This addition is not adding any lighting.

### *Stormwater: [22 Stormwater Management](#)*

The developer will work with Engineering Department to complete Erosion Control and Stormwater Management permitting.

### *Ingress/Egress:*

There will be no changes to ingress or egress.

*Public Safety:*

The current occupancy limit of 86 people will not be allowed to increase despite the addition.

*Façade:* [17.53 Façade Standards](#)

The facade will be made up of both stone and standard siding. This meets facade requirements.

**Staff Recommendation:**

**The plan commission must make a decision if the parking is adequate, if the commission finds that the parking is sufficient then staff recommend approval of the development with the following conditions:**

- **Prior to issuance of building permits, must obtain Stormwater and Erosion Control permits from the Engineering Department**
- **The occupancy limit will remain at 86 people**
- **Fence is added on the west side of the property with plantings per 17.52**
- **Angle parking is to remain on the street (no change to 90 degree stalls)**
- **Right of way permit to be obtained before any work done in that area**
- **A Certificate of Appropriateness is obtained for RACK for façade**

