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To: Wheaton Streetscape Team, Sebastien Bensidoun, French Market Operator
From: Sara Egan
Date: November 13, 2015
Project Name: Wheaton Streetscape and French Market
Project #: 5438
Subject: French Market discussion
Meeting Date: 11/13/2015
Start/End: 10:00am
Location: VOA office
Copy To: Design Team, City of Wheaton, CCS,

 Meeting Telephone Conference Call

1. Recap of design conclusions from the Master Plan
2. Precedents
 - a. Look at precedent of parking/market outside of Paris and market near the airport (Sebastien will provide photos of these precedents)
 - b. Look at the canopies that Mr. Bensidoun manufacturers
 - c. Mr. Bensidoun will send photos of water/power access manufacturer
 - d. New York City market is on Broadway between 35-36th street and White Plain, Brooklyn (downtown)
 - e. The wavy metal design on the market in Paris was removed.
 - f. Look at VOA renovation of Milwaukee Theatre (steel example)
 - g. Consider "Paris" detail
 - h. Look at New Orleans French Market – Parisian style
 - i. "link" the market in Chicago to the Wheaton market (the Metra train links these two)
3. Operations
 - a. The market will be used for parking during the week and market on the weekend
 - b. Consider ways to allow the market to be used into the winter to extend the season (something like a "garage door" retractable door. These would be closed only during the market hours.
 - c. The door should be glass or be able to be transparent.
 - d. One idea is to have the doors roll out and provide a canopy along the walkway.
 - e. The train side would benefit from doors (noise). The grade is a challenge on the train side. The grade could be utilized.
 - f. The Prairie Path needs to be incorporated, wider, bike parking. It could branch off to avoid conflict in this location. The width of the path varies.
 - g. Consider methods to heat the space - if we heat ½ of the building in the winter, that's ok. That way it will appear more full in the winter.
 - h. Power is needed – there is an example in Paris that provides water/power that is flat until you need it. This can be like a hook up.
 - i. There are permanent vendors and part-time vendors that rotate (every time people come, it's different)

- j. The vendors that need refrigerated cases need to have the power available. Power could expand number and quality of vendors.
- k. There will be no food preparation in the booths.
- l. Water will be needed but not at each booth necessarily.
- m. Research DuPage county/health department regulations to understand at what point does it become a "structure"
- n. Trash removal area – need an enclosure. Compactor would not be necessary for this size of market. Compost bin would welcome also.
- o. Something overhead could delineate spaces (to avoid markings on the ground plane) Need to avoid people setting up in the middle of the aisle (striping needs coordinated with the parking)
- p. 9'x18' could work better for parking
- q. Need an 8' aisle for central walkway
- r. Paris examples use a line to delineate but use small "ticks" to mark market booths.
- s. Wi-fi is provided in the Chicago market – this can be an issue as people will tend to stay and take up a space for 4 for wi-fi. The vendors don't need wi-fi for their operations.
- t. There are about 90 booths currently, provide about 110 inside. Target vendor number should be 15-20 booths outside the building.
- u. Storage is used from the municipal parking lot (under the ramp) so additional storage in the building is not necessary.
- v. % of parking lots covered does not matter. We just want to maximize parking on site (covered vs uncovered).

4. Building Program

- a. 4mx2meter for each booth
- b. Most vendors have 2-5 booths – depends on the need of each
- c. Canopies would not be needed under structure
- d. Restrooms – don't necessarily have to be in the market structure. Ideally this would not be part of the structure. (could be in the central park – in the vendor location)
- e. Building size should be around ½ the size of what we are currently showing to allow vendors outside of the building also. This is important for visual interest and attracting people.
- f. The capacity of the current parcel is currently being used. It can be extended into the festival street.
- g. Columns need to be minimized for ease of set up and parking.
- h. Columns might have a cap around them to protect them from trucks, etc backing into them.
- i. Outdoor vendor tents need anchors.
- j. Indoor vendors do not have to be set up on the 4mx2m stations. BUT the vendors know that this is the size to work with so ideally the stations would remain the same. Ideally we would provide the same size inside the market.
- k. Clear height for cars needs to be high for trucks/vans (14')
- l. Pavement – concrete is ideal (no tile)
- m. Seating area on street side is ideal – double row of trees with seating tables underneath, on a street side (main?)
- n. Shorter/wider building is better than a long/wide building. Longest length should be about 240'

5. Material Preferences

- a. New Orleans French Market is Parisian style
- b. The style needs to work with the design materials of the streetscape materials
- c. It is the "French Market" so it needs to have some incorporation of Parisian style
- d. Signage would be welcome, see Cleveland, Milwaukee and Seattle examples "Wheaton French Market" in signage and potentially incorporate the company LOGO. (Provide company logo as canopies are a big part of their image)
- e. Lighting – light poles (consider the exact poles that are used in Paris – Mr. Bensidoun will provide contact for this vendor)
- f. Consider a contemporary interpretation of this Parisian style
- g. Assume pre-fabricated structure and some pre-assembly

6. Implementation

- a. Need to understand the permitting of the pavilion structure. It is unknown how it will be classified and how the review process would go. Design team to research.
- b. \$350,000 applied to the structures baseline cost
- c. City could contribute to the ground preparation, grading, site preparation
- d. Concept design done in April
- e. Construction drawings in 2016
- f. Construction late 2016, potentially 2017 assuming we start the plan implementation along these two blocks.
- g. During construction phases (6 months or so) – target fall construction. The market starts the last weekend of April. (Ends the first or second week of November).
- h. The employee parking can be relocated during construction.
- i. The market can use part of the street and the other lot that they own during construction. This lot is vacant.

7. Next steps

- a. December visit from Mr. Bensidoun and his family – meet in Wheaton to review initial concepts and see the site. Date TBD – Mr. Bensidoun to confirm date asap.
- b. Target a February meeting with Mr. Bensidoun.
- c. Communication between VOA and Mr. Bensidoun should copy DW and City of Wheaton.