City of Richmond Design Review Board  
AGENDA  
Wednesday, October 26, 2016 at 6:00pm  
Multipurpose Room, Community Services Building,  
Basement, 440 Civic Center Plaza, Richmond CA 94804

COMMUNICATION ACCESS INFORMATION: This meeting is being held in a wheelchair accessible location. To request disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Bruce Soublet, ADA Coordinator, at (510) 620-6509 at least three business days before the meeting date.

Roll Call  
Eileen Whitty, Chair  
Ray Welter, Vice Chair  
Brant Fetter  
Meredith Benz  
Jonathan Livingston  
Mike Woldemar  
Tom Leader

Introductions  
Introduction of staff members and other guests.

Approval of Minutes  
None.

Approval of Agenda  
At the discretion of the Chair, items on the agenda may be heard in an order different from that which appears on the agenda.

Meeting Procedures  
Members of the public attending a Design Review Board meeting for the first time are encouraged to read the “Meeting Procedures” information following the agenda.

Public Forum  
Anyone who wishes to address the Board on a topic that is not on the agenda must file a speaker form with the staff ........................................................ 2 minute limit.

City Council  
The City Council member serving as liaison to the Board may make a report on liaison report.

Liaison Report  
City Council actions of interest to the Board.

Consent Calendar  
Item number(s): None

Appeal Date  
The appeal date for actions taken by the Board at this meeting is no later than 5:00 pm on Monday, November 7, 2016.

Public Hearing(s)

1. PLN16-450  
AMETHOD PUBLIC SCHOOLS PLAYGROUND  
Description  
PUBLIC HEARING TO CONSIDER A DESIGN REVIEW PERMIT FOR A ±24,500 SQUARE FOOT OUTDOOR PLAYGROUND AT BENITO JUAREZ ELEMENTARY SCHOOL ON 1450 MARINA WAY SOUTH.

Location  
1450 MARINA WAY SOUTH

APNs  
560-181-097

Zoning  
CM-5, COMMERCIAL MIXED USE, ACTIVITY CENTER

Owner  
MARINA BAY PARTNERS LLC

Applicant  
AMETHOD PUBLIC SCHOOLS

Staff Contact  
JONATHAN MALAGON  
Recommendation: CONDITIONAL APPROVAL
2. **PLN16-498  SULLIVAN DECK**
   Description  PUBLIC HEARING TO CONSIDER A DESIGN REVIEW PERMIT FOR A ±450 SQUARE FOOT DECK ADDITION HIGHER THAN FOUR FEET FROM GRADE (7'-6" PROPOSED), INCLUDING A PARTIAL ROOF.
   Location  714 WESTERN DR
   APN  558-243-017
   Zoning  RH, HILLSIDE RESIDENTIAL
   Owner/Applicant  MARGARET SULLIVAN
   Staff Contact  JONELYN WHALES  Recommendation: **CONDITIONAL APPROVAL**

3. **PLN15-596  7-ELEVEN NEW CONVENIENCE STORE**
   Description  PUBLIC HEARING TO CONSIDER A RECOMMENDATION TO THE PLANNING COMMISSION FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A NEW 7-ELEVEN CONVENIENCE STORE AND FUELING STATION AT THE NORTHWEST CORNER OF HARBOUR WAY SOUTH AND CUTTING BOULEVARD.
   Location  925 CUTTING BOULEVARD
   APN  550-301-023 AND 550-301-024
   Zoning  CM-4, COMMERCIAL MIXED-USE (GATEWAY/NODE)
   Owner  SURJEET RATTU AND KULDIP SINGH RATTU
   Applicant  7-ELEVEN
   Staff Contact  HECTOR LOPEZ  Recommendation: **CONDITIONAL APPROVAL**

**Board Business**

A. Staff reports, requests, or announcements

B. Board member reports, requests, or announcements

**Adjournment**
The next meeting of the City of Richmond Design Review Board is scheduled on **Wednesday, November 9, 2016**.
Meeting Procedures

Function of a Public Hearing ● A public hearing is intended to inform the public of pending proposals and to enable members of the public to present relevant information and viewpoints before any Board action. The Board encourages community participation at its meetings and has established procedures that are intended to accommodate public input in a timely manner as follows.

Speaker Registration ● Persons wishing to speak on a particular item on the agenda must file a speaker form with the staff prior to the Board’s consideration of the item. Once discussion on the agenda item begins, only those persons who have previously submitted speaker forms will be permitted to speak on the item.

Consent Calendar ● Applications that are considered routine by the Staff have been placed on the consent calendar with a recommendation to approve, conditionally approve, or continue the item to a date certain. The Board may act in one motion to adopt the staff recommendations on those items.

Prior to voting on the consent calendar, the Chair will ask if any member of the public wishes to speak on any of the items listed on the consent calendar. If you wish to speak, please rise and request that the agenda item be removed from the consent calendar. Items removed will be discussed in the numerical order listed in the agenda.

Public Hearing Procedure

1. Chair identifies the agenda item and explains any deviation from the standard speaker rules.
2. Staff presents a brief project summary and makes a preliminary recommendation.
3. Board members may ask questions of Staff regarding the proposal.
4. Chair opens the public hearing.
5. Applicant is invited to describe and explain the proposal ........ 5 minute limit.
6. Registered speakers .............................................................. 2 minute limit.
7. Applicant may make rebuttal comments ................................... 2 minute limit.
8. Board members may ask follow-up questions of the speakers at any time.
9. Staff presents a final summary and recommendation.
10. Board members discuss the proposal and vote to either to close or to continue the public hearing to a specific date.
11. If the public hearing is closed, Board members further discuss the proposal and vote to approve, to approve with conditions, or to deny the application.
12. Chair informs the audience of the Board’s action and appeal process.

Appeals ● Decisions of the Design Review Board may be appealed to the City Council within ten days. Appeals must be submitted to the City Clerk’s office in writing and must indicate the reasons that the Board’s action should be reversed.

Legal Challenge Notice ● If you challenge a decision on any of the items on this agenda in court, you may be limited to only those issues you or someone else raised at any public hearing on the item challenged, or in written correspondence delivered to the public entity conducting the hearing at, or prior to, the public hearing.

Meeting Time Limits ● If all of the agenda items are not completed by 9:00 PM, the items remaining shall be continued to the next regular meeting unless the Board votes to extend the meeting.

Staff Reports and Tentative Recommendations ● Copies of the Staff reports for the public hearing items on this agenda can be viewed on the City of Richmond’s website at: http://www.ci.richmond.ca.us/documentcenterii.asp
Go to: Planning and Building Services > Planning Division > Boards and Commissions > Design Review Board > Reports.

Cell Phones ● Please silence all cell phones, pagers, and other electronic devices during the meeting.