City of Richmond Design Review Board
AGENDA
Wednesday, August 14, 2019 at 6:00 pm
Multi-Purpose 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
Jonathan Livingston, Chair
Kimberly Butt
Jessica Fine
Michael Hannah, Vice-Chair
Karlyn Neel
Macy Leung

Introductions
Introduction of staff members and other guests.

Approval of Minutes
From the meeting held on July 10, 2019.

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
City Council actions of interest to the Board.

Consent Calendar
Applications that are considered routine by Planning Staff have been placed on the consent calendar marked “CC” on the agenda 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.

Items number(s) to be considered: #6

Appeal Date
The appeal date for actions taken by the Board at this meeting is no later than 5:00 pm on Monday, August 26, 2019.

Public Hearing(s)

1. PLN19-069  KENNEDY SECOND STORY ADDITION
(HELD OVER FROM 7/10/2019)
PUBLIC HEARING TO CONSIDER A REQUEST FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A ±290 SQUARE-FOOT TWO STORY ADDITION TO AN EXISTING RESIDENCE.

Location 1647 SAN BENITO STREET
APN 508-292-007
Zoning RL-2, SINGLE FAMILY LOW DENSITY RESIDENTIAL DISTRICT
Owner CHARLES & DONNA KENNEDY
Applicant ADAM MILLER
Staff Contact JONELYN WHALES

Recommendation: CONDITIONAL APPROVAL
2. PLN19-184  RESIDENTIAL ADDITION AND ALTERATION
Description  PUBLIC HEARING TO CONSIDER A DESIGN REVIEW PERMIT TO CONSTRUCT A 103 SQUARE-FOOT ADDITION OVER 15 FEET IN HEIGHT AND FOR A FRONT PORCH EXTENSION.
Location  5708 BURLINGAME AVENUE
APN  507-020-006
Zoning  RL-2, SINGLE FAMILY LOW DENSITY RESIDENTIAL DISTRICT
Owner  BRIGHT MORGAN MERRILL
Applicant  HEATHER SANDERS-JACOB
Staff Contact  ENZO CABILI  Recommendation:  CONDITIONAL APPROVAL

3. PLN18-356  HALUSHKA NEW SINGLE FAMILY RESIDENCE
Description  PUBLIC HEARING TO CONSIDER A RECOMMENDATION TO THE PLANNING COMMISSION FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A NEW TWO-STORY SINGLE FAMILY DWELLING ON A 2,500 SQUARE FOOT VACANT PARCEL. THE PROJECT REQUIRES A VARIANCE TO THE MINIMUM LOT SIZE.
Location  FLORIDA AVENUE
APN  513-036-019
Zoning  RL-2, SINGLE FAMILY LOW DENSITY RESIDENTIAL DISTRICT
Applicant  HASSUN HALUSHKA (OWNER)
Staff Contact  EMILY CARROLL  Recommendation:  RECOMMENDATION TO THE PLANNING COMMISSION

4. PLN18-358  ISLAMIC SOCIETY MOSQUE RENOVATION AND ADDITION
Description  PUBLIC HEARING TO CONSIDER A DESIGN REVIEW PERMIT FOR RENOVATION AND CONSTRUCTION OF A 2,500 SQUARE FOOT ADDITION TO AN EXISTING MOSQUE.
Location  1110 36TH STREET
APN  526-030-012
Zoning  RL-2, SINGLE-FAMILY LOW DENSITY RESIDENTIAL DISTRICT
Applicant  ISLAMIC SOCIETY OF WEST CONTRA COSTA COUNTY (OWNER)
Staff Contact  JONELYN WHALES  Recommendation:  CONTINUE TO AUGUST 28, 2019

5. PLN17-436  VALMAR LAUNDROMAT
Description  PUBLIC HEARING TO CONSIDER A RECOMMENDATION TO THE PLANNING COMMISSION FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A 1,500 SQUARE FOOT ADDITION TO AN EXISTING COMMERCIAL BUILDING FOR A LAUNDROMAT.
Location  3630 BARRETT AVENUE AND ADJACENT PARCELS
APN  516-090-004 TO 006
Zoning  CM-2 COMMERCIAL MIXED-USE DISTRICT (FORM BASED CODE, T4MS-O) AND RL-2 SINGLE FAMILY LOW DENSITY RESIDENTIAL DISTRICT (FORM BASED CODE, T4N-O)
Applicant  SADIK AHMED ALAMMARI (OWNER)
Staff Contact  ROBERTA FELICIANO  Recommendation:  CONTINUE TO A FUTURE MEETING

6. PLN19-121  DECK ALTERATION
Description  PUBLIC HEARING TO CONSIDER A REQUEST FOR A DESIGN REVIEW PERMIT TO RECONSTRUCT AND EXPAND AN EXISTING DECK GREATER THAN 4 FEET IN HEIGHT.
Location  128 WESTERN DRIVE
APN  558-063-009
Zoning  RL-2, LOW DENSITY RESIDENTIAL
Owner  CHARLES D. WEISSELBERG
Applicant  ADAM YANOW
Staff Contact  HECTOR LOPEZ  Recommendation:  CONDITIONAL APPROVAL
7. **DRB POLICY RESOLUTION**  
   Description: STUDY SESSION TO INTRODUCE AND DISCUSS METHODS TO ENSURE PROJECTS COMPLY WITH CONDITIONS OF APPROVAL AFTER ISSUANCE OF BUILDING PERMITS.  
   Staff Contact: HECTOR LOPEZ  
   Recommendation: PROVIDE AND RECEIVE COMMENTS

**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, August 28, 2019**.
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 Planning Commission within ten days. Appeals must be submitted to the Planning Department’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.