

MINUTES APPROVED AT THE JUNE 11, 2025, DRB MEETING

DESIGN REVIEW BOARD REGULAR MEETING
Multi-Purpose Room, Community Services Building, Basement Level
440 Civic Center Plaza, Richmond CA 94804
April 9, 2025
6:00 P.M.

BOARD MEMBERS

Bahar Biazar
Ben Kellman
Vita Rey, Chair
Brian Carter
Karlyn Neel

Chair Vita Rey called the regular meeting to order at 6:03 P.M.

ROLL CALL

Present: Chair Vita Rey, and Boardmembers Brian Carter, Ben Kellman and Karlyn Neel

Absent: Boardmember Bahar Biazar

INTRODUCTIONS

Staff Present: Planners Hector Lopez, Matthew Neuebaumer and Pete Srivarom, and Christopher Dykzeul from the City Attorney's Office

APPROVAL OF MINUTES: March 26, 2025

ACTION: It was M/S/C (Carter/Neel) to approve the minutes of the March 26, 2025 meeting, as shown; approved by a Roll Call vote: 4-0 (Ayes: Carter, Kellman, Neel and Rey; Noes: None; Abstain: None; Absent: Biazar.)

APPROVAL OF AGENDA: None

MEETING PROCEDURES: None

PUBLIC FORUM

No written comments were submitted, or oral comments made, by any member of the public.

CITY COUNCIL LIAISON REPORT: None

CONSENT CALENDAR: None

APPEAL DATE

The appeal date for actions taken by the Board at this meeting will be no later than 5:00 P.M. on Monday, April 21, 2025.

PUBLIC HEARINGS

- 1. PLN25-066 HUANG SECOND-STORY ADDITION**

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Description	REQUEST FOR A DESIGN REVIEW PERMIT TO LEGALIZE AN UNDOCUMENTED 100 SQUARE-FOOT SECOND-STORY ADDITION AND A 200 SQUARE-FOOT BUILDING EXPANSION AT GROUND LEVEL TO AN EXISTING DUPLEX.
Location	1830 BURBECK AVENUE
APN	529-271-004
Zoning	RL-2, LOW-DENSITY RESIDENTIAL DISTRICT
Owner	HUANG QING JUAN
Applicant	ROBERT AVELLAR
Staff Contact	HECTOR LOPEZ Recommendation: CONTINUE FROM MARCH 26, 2025

Hector Lopez presented the staff report dated April 4, 2025 to legalize an undocumented 100 square-foot second-story addition and an expansion of the ground floor by converting a former porch into 200 square feet of habitable space for an existing duplex at 1830 Burbeck Avenue in the Belding Woods neighborhood that had been built in 1911. Each unit was 900 square feet in size. He highlighted the portion of the unit that faced the front property line that would need to be legalized.

Mr. Lopez stated as part of the scheme, the floor plan of each unit would be reconfigured although that was not part of the current review. A detached Accessory Dwelling Unit (ADU) was located in the rear in the former garage that had been converted 10 to 15 years ago. An addition had also been constructed alongside the main dwelling. The addition was too big for today's standard and a portion would have to be removed. He stated the project met all the zoning requirements, building height and the like. There was a staircase along the interior side of the property that projected 12 inches into the side setback, which would also have to be legalized. A projecting deck along the rear was not allowed and a portion of the deck would have to be removed. Double windows had been recommended to replace the fixed front window of the main façade, to be replaced with a single hung window. The window had been proposed in the same dimension, style and size of the adjacent window.

Boardmember Kellman referred to the existing east elevation and the rendering shown and asked if it accurately depicted what was there. He noted there was a lot going on with the structure and he commented that the existing pitch of the dormer pop-out was sloped more.

Chair Rey opened the public hearing.

ROBERT AVELLAR, the applicant, noted that the window requested to be duplicated was a kitchen window and there would be a problem with the counters if the staff recommendation was pursued. He asked if some other window could be considered.

Chair Rey suggested that the window should be a bit wider to balance out the window on the right and could be the same length. For the upstairs deck, a little landing was recommended.

Boardmember Carter verified the intent to retain the same lap siding and paint it to match.

Chair Rey closed the public hearing.

ACTION: It was M/S/C (Carter/Rey) to approve PLN25-066, Huang Second-Story Addition, subject to the four Findings and Statements of Fact with the staff recommended nine Conditions of Approval; along with the following DRB conditions: 10) The width of the window above the sink to be similar and in the same proportion as the family room window, and 11) The window on the main façade to mirror the slider on that side and to

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retain the size; approved by a Roll Call vote: 4-0 (Ayes: Carter, Kellman, Neel and Rey; Noes: None; Abstain: None; Absent: Biazar).

2. PLN25-064	DAHLIN ACCESS BRIDGE
Description	REQUEST FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A SIDE ACCESS BRIDGE 9 FEET IN HEIGHT ALONG THE SIDE OF AN EXISTING RESIDENCE. DECKS AND PLATFORMS HIGHER THAN 4 FEET ARE SUBJECT TO DESIGN REVIEW.
Location	651 CYPRESS POINT ROAD
APN	558-030-012
Zoning	RL-1, SINGLE-FAMILY VERY LOW-DENSITY RESIDENTIAL DISTRICT
Owner	CHRISTOPHER DAHLIN
Applicant	ERIC COLE (ARCHITECT)
Staff Contact	PETE SRIVAROM Recommendation: CONDITIONAL APPROVAL

Pete Srivarom presented the staff report dated April 4, 2025, for the project to construct a side access bridge along the side of an existing residence on a sloped lot abutting the shoreline in the Point Richmond neighborhood located at the end of Cypress Point Road, for a two-story single-family home with the second story on the street level abutting other single-family homes. The proposed access bridge would provide access from the driveway to a new entrance on the side of the second story located within the front setback of the home. The access bridge would be 9 feet in height at its highest along the side of the residence. Decks and platforms higher than 4 feet were subject to Design Review. As proposed, the project met all zoning compliance.

Mr. Srivarom stated the design of the bridge was in a modern style in a dark brown wood material in the walkway and with metal mesh material in the guardrail with a dark gray finish. As of this date, there had been no comments from the Point Richmond Neighborhood Council, and no comments had been received from the neighborhood. The proposed bridge was compatible with the modern style of the dwelling and other residences in the neighborhood consisting of a variety of architectural styles. The proposed access bridge would enhance the architectural quality and livability of the residence. No other approval was required and the approval of the application was recommended subject to the four Findings of Fact and the nine recommended conditions of approval.

Boardmember Neel verified that she lived within 300 feet of the residence and she recused herself from the meeting at this time due to a potential conflict of interest.

Chair Rey opened public comments:

CHRISTOPHER DAHLIN, the property owner, stated the access bridge was stepped back and away from the other entrances and was consistent with how he wanted the home. It also offered more privacy and security.

ERIC COLE, the architect, explained that Mr. Dahlin's grandparents had built the home in 1949, and that the home had not been touched since then. The proposal was an effort to modernize the home.

There were no concerns expressed for the proposed application. The DRB commended the design of the access bridge.

Chair Rey closed the public hearing.

ACTION: It was M/S/C (Kellman/Carter) to approve PLN25-064, Dahlin Access Bridge,

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subject to the four Findings and Statements of Fact with the staff recommended nine Conditions of Approval; approved by a Roll Call vote: 3-0 (Ayes: Carter, Kellman and Rey; Noes: None; Abstain: None; Absent: Biazar and Neel).

Boardmember Neel rejoined the DRB.

3. **PLN25-058 FOX STORAGE SHED**
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| Description | REQUEST FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A 384 SQUARE-FOOT DETACHED STORAGE STRUCTURE 11 FEET IN HEIGHT. |
| Location | 594 MCLAUGHLIN STREET |
| APN | 519-210-023 |
| Zoning | RL-2, LOW-DENSITY RESIDENTIAL DISTRICT |
| Owner | LARRY FOX |
| Applicant | JOSE AGULTO (DESIGNER) |
| Staff Contact | PETE SRIVAROM Recommendation: REMOVE ITEM FROM AGENDA |

Staff recommended that this item be removed from the agenda.

4. **PLN24-305 WENDY'S REMODEL**
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| Description | REQUEST FOR A DESIGN REVIEW PERMIT TO ALLOW EXTERIOR FAÇADE IMPROVEMENTS TO THE EXISTING WENDY'S RESTAURANT AND FOR VARIOUS SITE IMPROVEMENTS THROUGHOUT THE SUBJECT PROPERTY. |
| Location | 12201 SAN PABLO AVENUE |
| APN | 517-100-027 |
| Zoning | T5 MAIN STREET-OPEN (T5MS-O) |
| Owner | W&C EQUITIES LLC |
| Applicant | JOEY MYRUM |
| Staff Contact | MATTHEW NEUEBAUMER Recommendation: CONDITIONAL APPROVAL |

Matthew Neuebaumer presented the staff report dated April 9, 2025, for a Wendy's façade renovation on a 25,000 square foot lot with three street frontages on San Pablo, Nevin and Wilson Avenues in the Richmond Heights neighborhood. The proposal called for a number of exterior renovations to the existing one-story structure of 2,735 square feet for Wendy's, a fast-food restaurant, with 23 on-site parking spaces.

Mr. Neuebaumer identified the renovations proposed and highlighted some of the major improvements, such as for the east elevation installing corrugated metal panels along the upper portion of the building, incorporating a plaster finish to be applied over the existing brick façade along the base element on the east side elevation, installing new tiles to the left side of the windows to mimic the appearance of wood, locating a blade wall on the NE corner of the building, replacing the existing signs throughout the site with new signage, replacing some of the existing exterior lighting fixtures, providing new paint throughout all four exterior elevations, and painting between the windows that would not be changed.

Similar changes would be made to the west side elevation. The westernmost portion of the building would retain the brick façade. The north elevation changes would include corrugated metal panels on the upper portion and resurfacing the brick façade with a plaster finish. For the south elevation, the same corrugated panels would be installed and a stucco wall would extend above the height of the corrugated panel to help break up that elevation, with a new awning above the drive-through window. Site improvements would replace the trash enclosure and there would be new landscaping on the south and west sides of the trash enclosure to help

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screen it. There would also be minor improvements to the walkway on the San Pablo frontage, to be accessible and make way for the blade wall.

Mr. Neuebaumer stated the project was governed by the Form-Based Code under the T5MS-O zoning designation and applicants of new development projects or projects altering the architectural characteristic of the existing building must select an architectural style outlined in the Form-Based Code. He identified the options and explained that the applicant had selected the “contemporary” architectural style. Staff had reviewed the proposal against all architectural standards and all modifications that altered the appearance of the structure were consistent with the design standards. He offered more details on that review and explained that any inconsistency had been modified to be compliant.

With respect to the proposed materials and the contemporary standards, Mr. Neuebaumer advised that according to the Form-Based Code, lap siding, composite wood, wood, fiber cement, stucco and metal panels were all acceptable external materials, all of which had been proposed by the applicant and which were consistent with the standards.

In terms of landscaping, the applicant proposed new landscaping on the west and south sides of the trash enclosure that would be replaced. Existing landscaping around the site would remain, although it was somewhat dated and staff had previously recommended that all landscaping be replaced throughout the site with drought-tolerant material. The property owner had elected not to pursue those upgrades at this time. Staff sought feedback from the DRB related to the recommendation to enhance landscaping throughout the site.

Mr. Neuebaumer reported that the Richmond Heights Neighborhood Council and all property owners within 300 feet of the site had been notified of the application and no comments had been received. He supported the project that would enhance the characteristics of the building and the overall portion of the San Pablo corridor and recommended that the DRB approve the application subject to four Findings of Fact and 11 staff recommended conditions of approval.

Mr. Neuebaumer responded to comments and explained that along the San Pablo frontage the existing mature trees had altered the sidewalk and a standard condition of approval would address that situation. He explained that there was no materials board although there was a materials information sheet included in the plans.

The DRB encouraged the requirement for a physical materials board from applicants in the future.

Mr. Neuebaumer also explained that the plaster coated brick facade had been the original proposal from the applicant, and bricks were not considered to be an acceptable exterior material under the contemporary designation in the Form-Based Code. He pointed out where the turf was located on the plans along the San Pablo frontage on the southeastern section of the property, and clarified the standard condition of approval requiring the repair of all damaged sidewalk, pavement, existing curb and gutter along the project frontage to the satisfaction of the City Engineer prior to occupancy.

Chair Rey opened the public forum.

JOEY MYRUM, contractor with Gary Hawkins Architect, explained that they had been notified of the requirement to repair the sidewalk. He stated a new trash enclosure would be required and he described the required landscaping improvements that had been proposed and explained

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that the property owner might make other landscaping improvements at a later date. He advised that three trees would be removed along the frontage for the new sidewalk and three new trees would be installed, and while that was a public works requirement there would be an attempt to do that at the time of renovating the building to save the applicant money by avoiding the need for a second mobilization.

Boardmember Kellman stated the architectural design was well done and modernized the site, he noted one rendering looked like the nearby McDonalds, stated that staff's comment about updating the landscaping throughout was a reasonable, modest ask and he requested that the applicant reconsider deferring the landscaping, and while he was aware of the major costs involved with the renovation, he suggested the project was significant and the cost of the requested landscaping would be a modest expense and a big bang for the buck to re-landscape the San Pablo facing landscape areas.

Chair Rey agreed with the need to update at least some of the landscaping to the modern level that the building would bring.

Boardmember Carter agreed with the need to address the landscaping throughout the site and he suggested there could be cost savings by not having to mobilize twice and the improved landscaping would round out the project nicely.

Boardmember Neel noted that without turf and with drought-tolerant planting there would be some savings on irrigation.

On the question of the landscaping at the drive-through, Mr. Neuebaumer noted that if the DRB accepted the staff recommendation for new landscaping throughout the site, the condition could include custom language to address the fact that the landscaping in the drive-through aisle must be of a certain height to address the situation where headlights from the drive-through negatively impacted the adjacent single-family homes.

Chair Rey asked about only updating the landscaping at the San Pablo facing area.

Chair Rey closed the public hearing.

ACTION: It was M/S/C (Carter/Kellman) to approve PLN24-305, Wendy's Remodel, as presented, subject to the four Findings and Statements of Fact with the staff recommended 11 Conditions of Approval, and the DRB recommended condition 12) The landscaping along San Pablo Avenue shall be replaced; approved by a Roll Call vote: 4-0 (Ayes: Carter, Kellman, Neel and Rey; Noes: None; Abstain: None; Absent: Biazar).

Board Business

A. Staff Reports, Requests, or Announcements

Boardmember Carter advised that he would not be able to attend the next DRB meeting.

B. Board Member Reports, Requests, or Announcements: None

Adjournment

The meeting was adjourned at 7:04 P.M. to the regular Design Review Board meeting on Wednesday, April 23, 2025.