

MINUTES APPROVED AT THE DRB MEETING ON MAY 10, 2017

DESIGN REVIEW BOARD REGULAR MEETING Multipurpose Room, Civic Center Building, Basement Level 450 Civic Center Plaza, Richmond CA 94804

March 22, 2017

6:00 p.m.

BOARD MEMBERS

Eileen Whitty, Chair
Meredith Benz
Tom Leader
Mike Woldemar

Ray Welter, Vice Chair
Brant Fetter
Jonathan Livingston

Chair Whitty called the meeting to order at 6:03 p.m.

ROLL CALL

Present: Chair Eileen Whitty; Vice Chair Ray Welter; Boardmembers Tom Leader and Mike Woldemar

Absent: Boardmember Meredith Benz, Brant Fetter and Jonathan Livingston

Staff Present: Hector Lopez and Attorney James Atencio

APPROVAL OF MINUTES

February 22, 2017

Boardmember Woldemar asked to correct the first page indicating the meeting should be stated as a "Regular" and not "Special" meeting.

ACTION: It was M/S/C (Woldemar/Welter) to approve the DRB minutes of February 8, 2017, as amended; approved by voice vote: 4-0-3 (Ayes: Leader, Welter, Woldemar and Whitty; Noes: None; Absent: Benz, Fetter and Livingston).

APPROVAL OF AGENDA

ACTION: It was M/S/C (Whitty/Woldemar) to approve the agenda; approved by voice vote: 4-0-3 (Ayes: Leader, Welter, Woldemar and Whitty; Noes: None; Absent: Benz, Fetter and Livingston).

Public Forum – Brown Act – None

City Council Liaison Report – None

CONSENT CALENDAR:

Chair Whitty announced that there were no Consent Calendar items and asked and confirmed members did not wish to place any items on the Consent Calendar.

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She announced that any decision approved may be appealed in writing to the City Clerk within ten (10) days, or by Monday, April 10, 2017 by 5:00 p.m.

Public Hearing(s)

1. **PLN16-735 BURROUGH TWO-STORY ADDITION**

Description: PUBLIC HEARING TO CONSIDER A DESIGN REVIEW PERMIT TO CONSTRUCT A ±880 SQUARE FOOT TWO-STORY ADDITION TO AN EXISTING RESIDENCE.

Location: 3020 SHELDON DRIVE

APN 431-172-017

Zoning RL2, SINGLE FAMILY LOW DENSITY RESIDENTIAL

Applicant JACOB AND SYLVIA BURROUGH (OWNERS)

Staff Contact HECTOR LOPEZ

Recommendation: **CONDITIONAL APPROVAL**

Hector Lopez presented the staff report and described the scope, layout, and key elements of the request for a design review permit to construct an 880 square foot, two-story addition to an existing residence and improvements/expansion of 250 feet on the ground level and stated staff is recommending approval.

Chair Whitty called upon the applicant and opened the public hearing.

Jacob Burroughs, owner, stated this was done to preserve his privacy. He noted that the small windows are bathroom windows, and the main windows to the bedroom are to the rear and to the street, also done for privacy.

Chair Whitty noted the addition is all stucco except in front and she confirmed this was a horizontal wood siding which is used as an accent to the pop-outs. One condition was to increase the depth of the pop-out on the front which they can do, as well as the back by the patio.

Boardmember Woldemar offered the following comments:

- He asked and confirmed that the 1 or ½ foot projection on the upper floor over the garage and the same small projection on the living room below will be expanded to 2 feet, which are included in the conditions.
- He referred to the additions on tops of garages and he asked for more separation or relief. He asked to move the garage upper floor back further, and Mr. Burroughs said this could be done, but they have 6 kids and the square footage is important to them. The wall location lines up with the living room wall on the one-story element.
- He asked if the kitchen could be expanded to the rear into the open space. Mr. Burroughs said their concern is that with six kids, the yard space is precious. He noted they have built the kitchen out into some of the patio space.

Vice Chair Welter offered the following comments:

- He suggested calling out the side door entry; however, he noted it would affect the existing roof. He asked the owner to consider a dormer over it to show it as an entry.
- He referred to the living room pop-out and suggested it be wider, which the applicant agreed to.

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Boardmember Woldemar noted there is a certain amount of side yard on the entry side and because there are roof changes to the front and side, he suggested a gable over the front door with a couple of columns to support it and identify it as a front door.

Chair Whitty opened the public comment period, and there were no speakers.

The public hearing was closed, and then re-opened to allow Sylvia Burroughs to speak.

Sylvia Burroughs, owner, stated the vast majority of their neighborhood has a side entrance which is standard and known. She enjoys the side patio which has a wide gate for the kids to ride their bike through and she would like to avoid the cost of adding the proposed entryway which would be different than what other neighbors have. She confirmed that the gate is just beyond the door, and the patio is opposite the front door.

Mr. Burroughs suggested a similar element down the side yard may be difficult to recognize as an entry, and he also questioned its necessity.

Vice Chair Welter said he would support something there but did not feel strongly with requiring a gable roof and columns. Boardmember Woldemar withdrew his request.

The public hearing was closed.

ACTION: It was M/S/C (Welter/Whitty) to approve PLN16-735 with staff's four design review findings, staff's 10 recommended conditions of approval, with the additional Condition No. 11 that the two front projections will be increased by 18 inches to equal 24 inches overall; approved by voice vote: 4-0-3 (Ayes: Leader, Welter, Woldemar and Whitty; Noes: None; Absent: Benz, Fetter and Livingston).

2. **PLN17-032 NASHER RESIDENTIAL ADDITION**

Description PUBLIC HEARING TO CONSIDER A DESIGN REVIEW PERMIT TO CONSTRUCT A ±1,506 SQUARE FOOT TWO-STORY ADDITION TO AN EXISTING RESIDENCE.

Location 3022 JO ANN DRIVE

APN 414-084-012

Zoning RL2, SINGLE FAMILY LOW DENSITY RESIDENTIAL

Owner ABDUELLALAH ALNAJAR WALYAH M NASHER

Applicant MOHAMMED SUBHANI

Staff Contact ROBERTA FELICIANOR Recommendation: **HOLD OVER TO APRIL 12, 2017**

This item was held over to April 12, 2017.

3. **PLN17-060 RUIZ SECOND STORY ADDITION**

Description PUBLIC HEARING FOR A DESIGN REVIEW PERMIT TO CONSIDER CONSTRUCTION OF A ± 976 SECOND-STORY ADDITION TO AN EXISTING RESIDENCE.

Location 716 MAPLE AVE

APN 534-312-002

Zoning RM1, MEDIUM DENSITY MULTI-FAMILY RESIDENTIAL

Applicant GLADYS RUIZ (OWNER)

Staff Contact JONELYN WHALES Recommendation: **HOLD OVER TO APRIL 12, 2017**

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This item was held over to April 12, 2017.

4. **PLN17-011 MARTINEZ ADDITION**

Description PUBLIC HEARING TO CONSIDER A DESIGN REVIEW PERMIT TO CONSTRUCT A ± 600 SQUARE FOOT ADDITION TO AN EXISTING RESIDENCE.

Location 1619 PENNSYLVANIA AVE

APN 529-252-009

Zoning RL2, SINGLE FAMILY LOW DENSITY RESIDENTIAL

Owner JOSE MARTINEZ

Applicant RYAN DIAZ

Staff Contact JONELYN WHALES Recommendation: **CONDITIONAL APPROVAL**

Mr. Lopez presented the staff report on behalf of Jonelyn Whales, and he described the scope, layout, and key elements of the request for a design review permit to construct a 600 square foot addition to an existing residence and staff recommends approval. He noted that an issue that came up was that the rear window at the ground level is not centered, and this should be made a condition.

Chair Whitty referred to the south elevation front upper window which is also askew, along with the west elevation side window. She also noticed that on the newer lower floor plan has a door going into a blank space and she confirmed this was the living room or existing area. She confirmed the south elevation window is an existing window.

Vice Chair Welter said it sounds as if the upper floor ordinance states it should be set back, and that the Planning Director waived this. Mr. Lopez explained that the new zoning code calls for 9 feet and this has been waived because there appears to be some error which will be brought to the City Council for a change, given it will affect development patterns.

Chair Whitty confirmed the current set back is 5 feet of the upper floor. She then opened the public hearing.

Boardmember Woldemar referred to page 5 of 6, lower left corner which presents a street elevation, showing how a second floor attaches over the top and said its roofline of the addition and the first floor towards the front are identical to what is over the garage.

Ryan Diaz, Applicant, stated there is no garage; it is a driveway.

Boardmember Woldemar then pointed to the east elevation which is to the right of the front elevation, they do not match. A portion of the upper floor has a roof sloping the wrong way, and he questioned which one was correct. He suggested a better solution so as to match everything to what is shown on the front elevation which also has a cost savings and is a better balance. He noted the west elevation would change.

Vice Chair Welter echoed Boardmember Woldemar's comments and stated there is a big blank existing wall on the east elevation. The upper floor has a new bedroom, and he thinks the plan would help with some sort of windows.

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Mr. Diaz stated there are apartments that look on that side, so there have been issues around privacy. Vice Chair Welter suggested higher windows which still allow for a bed wall and something that cannot be seen inside which would help the elevation.

Boardmember Woldemar added that because of the level of improvements, there is an existing bathroom, hallway and stairway on the eastern wall. All three spaces could have a small upper window to let light without necessarily intruding on privacy. He sketched a picture of 4 windows of 3 foot wide by 2 foot tall upper windows that would let light in from that side. These include one window centering on the bedroom, one window over the toilet, one window centered on the hallway, and one more window down into the closet so it provides light down into the stairwell.

Chair Whitty suggested they could be obscured glass.

Mr. Diaz stated what they have designed currently is at the maximum of the owner's budget. Chair Whitty stated the roofline changes reduce cost and she asked if this could be used to add windows.

Mr. Diaz said there are no current bedrooms on the bottom floor and the master suite is for the owners' benefit. The house is 100 years old and the staircase was designed vertical and he can approach the owners as to whether or not the windows would be amenable to them.

Vice Chair Welter suggested adding one window on either side of the bedroom given it is new construction which can be 2x2 feet up high. Boardmember Woldemar said he still thinks the new windows would make the plans much better from a livable standpoint.

Mr. Diaz said they are concerned with opening up of any of the walls, given its age and something that could destroy the entire project financially. Boardmembers agreed, and suggested requiring the two additional windows on the eastern side of the master bedroom, and Mr. Diaz agreed as well as the rooflines to match.

Chair Whitty opened the public comment period, and there were no speakers.

The public hearing was closed.

ACTION: It was M/S/C (Whitty/Welter) to approve PLN17-011 with staff's four design review findings, staff's seven recommended conditions of approval, with the additional Condition No. 8 that the roofline shall all match the front rooflines; and additional Condition No. 9 that the east elevation to add two higher level, 2x2 foot master bedroom windows; approved by voice vote: 4-0-3 (Ayes: Leader, Welter, Woldemar and Whitty; Noes: None; Absent: Benz, Fetter and Livingston).

5. **PLN16-385 MAKING WAVES ACADEMY EXPANSION**

Description **(HELD OVER FROM 02/22/2017)** PUBLIC HEARING TO CONSIDER A RECOMMENDATION TO THE PLANNING COMMISSION FOR A DESIGN REVIEW PERMIT TO EXPAND THE MAKING WAVES ACADEMY CAMPUS. THE PROJECT CONSISTS OF RENOVATION OF EXISTING CLASSROOM FACILITIES; EXPANSION INTO ADJACENT PARCELS TO BE INCORPORATED AS PART OF THE MASTER PLAN; AND CONSTRUCTION OF THREE NEW CLASSROOM BUILDINGS, TWO GYMNASIUMS, OUTDOOR RECREATIONAL AREAS, ASSOCIATED PARKING, AND INFRASTRUCTURE IMPROVEMENTS.

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Location 4075, 4123, 4131, 4175, AND 4301 LAKESIDE DRIVE, AND 2900, 2925, AND 2975 TECHNOLOGY COURT
APNs 405-371-034, 405-371-035, 405-371-010, 405-371-032, 405-371-033, 405-371-025, 405-371-013, AND 405-371-014
Zoning IL, INDUSTRIAL, LIGHT
Applicant MAKING WAVES FOUNDATION, INC. (OWNER)
Staff Contact JONATHAN MALAGON Recommendation: **HOLD OVER TO A FUTURE MEETING**

This item was held over to a future meeting.

Board Business

A. Staff reports, requests, or announcements - None

B. Board member reports, requests, or announcements – Chair Whitty announced there will be three Boardmembers who will term out March 17, 2017 and she voiced concern with the Board having a quorum.

Boardmember Woldemar stated a suggestion has been made to Ms. Velasco that the next time the zoning ordinance is revised the section of the Board's membership be revised to include the 90 day discussion. Because there is some time, he suggested the 90 days be voided for the DRB and to just let the zoning ordinance apply as this gives the Mayor more flexibility. He suggested the Council amend the resolution as it applies to the DRB as another alternative.

Mr. Atencio stated this issue will be addressed, and he confirmed that the zoning ordinance amendments will be done in the summer. He noted it is quite conceivable that there will not be a quorum of the Board and Chair Whitty hoped for applicants.

Boardmember Woldemar reported on the following:

- He and Boardmember Leader were originally invited to a subcommittee meeting which was then canceled regarding a fairly significant residential project to occur on the Bottoms Quarry site.
- There will soon be a hearing regarding the resubmittal for Making Waves which was held over tonight. During the first study session, Boardmembers Leader and Livingston met and had a series of suggestions that may not have been included and changes are still being made.
- He and Boardmembers Livingston and Leader met this afternoon to review and clarify the process and procedures for the Terminal One project returning to the DRB for a full and complete design review process.

Chair Whitty stated the Hilltop Mall Parking Lot will be considered for housing

Mr. Lopez announced the upcoming of a light industrial project on Harbour Way South for the Board's review. Landscaping is an important component. Boardmember Woldemar stated he met in subcommittee and suggested landscaping what was the diagonal property line against the railroad yard which they did by putting trees 70 foot on center.

Vice Chair Welter questioned what had occurred for the Lumber Baron project, and Mr. Lopez said a building permit has been issued and are meeting with a contractor.

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Boardmember Woldemar referred to discussions regarding a quorum and said he will not be able to attend the next meeting. Chair Whitty stated she will be attending on April 12th and Boardmembers briefly potential agenda items and an established quorum.

Boardmembers discussed terms and those re-applying and terming out, and Chair Whitty noted that the DRB may need to cancel a meeting due to lack of a quorum.

The Board adjourned at 7:00 p.m. to the next meeting on April 12, 2017.