

# MINUTES APPROVED AT THE DRB MEETING ON FEBRUARY 27, 2019

**DESIGN REVIEW BOARD REGULAR MEETING**  
**Multi-Purpose Room, Community Services Building, Basement Level**  
**440 Civic Center Plaza, Richmond CA 94804**  
February 13, 2019  
6:00 P.M.

## BOARD MEMBERS

Meredith Benz  
Michael Hannah, Vice-Chair  
Macy Leung  
Karlyn Neel

Kimberly Butt  
Tom Leader  
Jonathan Livingston, Chair

Chair Livingston called the meeting to order at 6:02 P.M.

## ROLL CALL

**Present:** Chair Jonathan Livingston, Vice Chair Tom Leader, and Boardmembers Meredith Benz, Kimberly Butt, Michael Hannah, and Karlyn Neel\*

**Absent:** Boardmember Macy Leung  
\*Arrived after Roll Call

## INTRODUCTIONS

**Staff Present:** Planners Roberta Feliciano, Jonelyn Whales, and Hector Lopez

**APPROVAL OF MINUTES:** January 23, 2019

<p><b>ACTION:</b> It was M/S/C (Benz/Hannah) to approve the minutes of the January 23, 2019 meeting, as submitted; approved by voice vote: 5-0 (Ayes: Benz, Butt, Hannah, Leader, and Livingston; Noes: None; Absent: Leung, and Neel).</p>
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## APPROVAL OF AGENDA

### Public Forum

CORDELL HINDLER, Richmond, stated that every project considered by the DRB must be submitted to the applicable Neighborhood Council for consideration. He referenced several projects as examples of those that had not been reviewed by the applicable Neighborhood Council.

**City Council Liaison Report** – Mayor Butt was not present.

**CONSENT CALENDAR:** None

Chair Livingston announced that any decision approved may be appealed in writing to the City Clerk within ten (10) days, or by Monday, February 25, 2019 by 5:00 P.M. and he announced it after each affected item.

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## PUBLIC HEARINGS:

<b>1. PLN18-339</b>	<b>HAMPTON NEW SINGLE-FAMILY DWELLING</b>
Description	PUBLIC HEARING TO CONSIDER A REQUEST FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A TWO-STORY 1,800 SQUARE FOOT SINGLE-FAMILY DWELLING ON A $\pm$ 2,500 SQUARE FOOT PARCEL
Location	GERTRUDE AVENUE
APN	561-182-027
Zoning	RL2, SINGLE-FAMILY LOW DENSITY RESIDENTIAL
Owner	DONALD HAMPTON
Applicant	ROBERT AVELLAR
Staff Contact	JONELYN WHALES Recommendation: <b>CONDITIONAL APPROVAL</b>

Hector Lopez presented the staff report dated February 13, 2019, for the construction of a two-story single-family home with an attached garage on a 2,500 square foot vacant parcel that did not meet the minimum lot size requirements for the zoning district, although it was a buildable parcel. The project met all zoning requirements. He recommended approval of the application.

ROBERT AVELLAR, the designer, verified that the window on the second floor met egress requirements in that the decorative Juliet balcony was detachable.

Boardmember Hannah referred to Sheet A30 and recommended that the windows on the south elevation be moved closer together.

Boardmember Butt recognized that the colors had been provided on the plans but given a concern for true color representations, she requested a color palette.

Vice Chair Leader verified that no lawn had been proposed on the site and that wood mulch had been proposed instead. He recommended 8 to 10 inches of drain rock underneath two inches of pea gravel instead of the mulch that had been shown on the plans.

Chair Livingston referred to the tile placed on the gable ends, suggested it was unnecessary, and recommended the removal of that element.

Chair Livingston opened the public hearing.

### Public Comments:

ANNIE KING-MEREDITH, 401 Willard Avenue, Richmond, representing the Neighborhood Council, spoke highly of the owner's developments and quality of construction, and looked forward to the neighborhood improvement.

Chair Livingston closed the public hearing.

**ACTION: It was M/S/C (Hannah/Leader) to approve PLN18-339, Hampton New Single-Family Dwelling, subject to the 10 staff recommended conditions of approval, and additional DRB conditions as follows: 11) LEDs shall be 3,000k maximum and be shielded; 12) Windows on the second floor on drawing A30 to be moved closer together and be reshaped as the architect sees fit relative to the proximity to flashing; 13) Six inches of drain rock to be provided under the mulch area of the front and rear yards, to be pea gravel, at the central line of the rear yard; and 14) The Spanish tile decoration to**

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be removed from the front fascias and consider the keeping the vents; approved by voice vote: 5-0 (Ayes: Benz, Butt, Hannah, Leader, and Livingston; Noes: None; Absent: Leung, and Neel).

<b>2. PLN18-373</b>	<b>NEW 4-UNIT LIVE-WORK DEVELOPMENT</b>
Description	PUBLIC HEARING TO CONSIDER A RECOMMENDATION TO THE PLANNING COMMISSION FOR APPROVAL OF A DESIGN REVIEW PERMIT TO CONSTRUCT TWO NEW BUILDINGS CONSISTING OF FOUR LIVE-WORK UNITS ON A ±4,960 SQUARE FOOT PARCEL
Location	615 SOUTH 31 <sup>ST</sup> STREET
APN	549-203-018
Zoning	IL, LIGHT INDUSTRIAL DISTRICT
Owner	FOCUS GROUP VENTURES, LLC
Applicant	ROBERT AVELLAR
Staff Contact	JONELYN WHALES Recommendation: <b>RECOMMENDATION TO THE PLANNING COMMISSION</b>

Hector Lopez presented the staff report dated February 13, 2019, for the construction of two new buildings to include four live-work units in the two-story structures, with corrugated metal sidings, separated 10 feet from each other, with space for four parking spaces in the front yard. The proposal would be subject to a conditional use permit by the Planning Commission, and was similar to a recently approved live-work application.

Boardmember Hannah verified that the proposed setbacks were consistent with the zoning.

Boardmember Butt requested a color and materials palette.

Chair Livingston asked about the private open space associated with the application and was told that there was space in the rear and between the two units.

Boardmembers expressed concern for a lack of private open space on the site, and Mr. Lopez explained that there was space in the rear and between the two units. The applicant advised of the fire codes applicable to the project and that the building would have to be sprinkled. On the discussion, a modification was recommended to remove six inches on each side of the front (larger) building to allow a three-foot clear walkway.

Chair Livingston recommended a different front door to be more consistent with the industrial look of the building, and recommended sectional rollup garage doors.

Boardmember Neel requested that the overhangs extend all the way across the front of the building.

Boardmember Hannah agreed with a continuous overhang, an industrial type looking door, and semi-industrial garage doors that might have glass lights.

The DRB recommended that the corrugated metal painted finish be "Old Zinc Gray," as shown on the plans, with a burgundy or rusty red accent color for the windows, with black or charcoal gray shingles, and with more industrial lights.

Boardmember Neel also recommended that the architect reconfigure the double height space windows to realign with the other windows.

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Chair Livingston opened the public hearing.

### Public Comments:

There were no comments from the public.  
Chair Livingston closed the public hearing.

**ACTION: It was M/S/C (Livingston/Hannah) to recommend to the Planning Commission approval of PLN18-373, New 4-Unit Live-Work Development, subject to the 11 staff recommended conditions of approval, and additional DRB conditions as follows: (12) The front building to be moved south to accommodate a north access path; 13) Gravel mulch to be provided in drain rock in rear yard; 14) The 37-foot wide building to be reduced to 36 feet in the back (6- inch reduction on each side); 15) All entry doors to be more industrial; 16) A sectional glazed firehouse door, anodized aluminum to match to be considered; 17) The overhang to be extended all the way across the front in a flat configuration versus slope; 18) A black 40-year composition shingle roof to be provided; 19) Industrial light fixture schoolhouse-type or equal to be installed; 20) Double height space windows to be reconfigured to align with others; and 21) The exterior colors “Old Zinc Gray” to be confirmed with a colored accent in a red/orange palette range; approved by voice vote: 6-0 (Ayes: Benz, Butt, Hannah, Leader, Neel, and Livingston; Noes: None; Absent: Leung).**

<b>3. PLN18-338</b>	<b>CALDERON SECOND STORY ADDITION</b>
Description	PUBLIC HEARING TO CONSIDER A REQUEST FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A ±885 SQUARE FOOT SECOND-STORY ADDITION TO AN EXISTING SINGLE-FAMILY RESIDENCE
Location:	1427 SAN JOAQUIN STREET
APN	508-150-004
Zoning	RL2, SINGLE-FAMILY LOW DENSITY RESIDENTIAL
Owner	OMAR CALDERON
Applicant	RAY CHEN
Staff Contact	ROBERTA FELICIANO Recommendation: <b>CONDITIONAL APPROVAL</b>

Roberta Feliciano presented the staff report dated February 13, 2019, for an ±885 square foot two-story addition on an existing single-family home with an attached garage, with a 286 square foot addition on the second floor and 600 square feet on the first floor. The addition is sited in the rear of the house. The colors would match the existing building. She recommended approval.

RAY CHEN, the applicant, clarified some of the staff recommended conditions of approval related to Nos. 6 and 8 related to the undergrounding of electrical lines and sidewalk repair. He explained that all colors and materials, gutters, and the gable roof would match the existing home.

The DRB eliminated Condition 8 related to undergrounding since that would be addressed during plan check but clarified that the sidewalk repair condition would remain given that it related to any damage caused by the proposed construction.

Chair Livingston opened the public hearing.

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## Public Comments:

There were no comments from the public.

Vice Chair Leader recommended pea gravel mulch or lawn in the rear and along the side of the new addition, and recommended the planting of a tree in the rear.

Chair Livingston closed the public hearing.

**ACTION: It was M/S/C (Leader/Hannah) to approve PLN18-338, Calderon Second Story Addition, subject to the 10 staff recommended conditions of approval (which eliminated Condition 6), and additional DRB conditions as follows: 11) The hip roof to be switched to a gable roof in the rear; and (12) Pea gravel mulch to be provided in the back yard and along the side yard with drain rock base; approved by voice vote: 6-0 (Ayes: Benz, Butt, Hannah, Leader, Neel, and Livingston; Noes: None; Absent: Leung).**

<b>4. PLN18-344</b>	<b>THOMAS TWO-STORY ACCESSORY DWELLING UNIT</b>
Description	PUBLIC HEARING TO CONSIDER A REQUEST FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A TWO-STORY ±770 SQUARE FOOT DETACHED ACCESSORY DWELLING UNIT IN THE REAR OF AN EXISTING SINGLE-FAMILY RESIDENCE
Location:	455 SOUTH 24 <sup>TH</sup> STREET
APN	549-101-017
Zoning	CM-1, COMMERCIAL MIXED-USE, RESIDENTIAL
Owner:	ELLA and ELBERT THOMAS
Applicant	HOWARD CAMERON

Roberta Feliciano presented the staff report dated February 13, 2019, for the proposal to construct a ±770 square foot two-story accessory dwelling unit (ADU). She recommended approval of the ADU with the recommendation that the brick veneer base on the ADU match the height of the vertical railing on both the front porch and the balcony in the rear.

Boardmember Butt suggested that the proposed shutters and the brick did not enhance the design and recommended the elimination of those features.

Boardmember Hannah agreed, although the owner expressed a desire to retain the shutters and the brick but agreed that the height of the brick could be lowered.

Vice Chair Leader left the meeting at this time.

Boardmember Neel suggested that the brick be removed from the building and be added to the hardscape as part of the palette given that there was no brick on the existing building.

Chair Livingston opened the public hearing.

## Public Comments:

There were no comments from the public.

Chair Livingston closed the public hearing.

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**ACTION:** It was M/S/C (Livingston/Hannah) to approve PLN18-344, Thomas Two-Story Accessory Dwelling Unit, subject to the 12 staff recommended conditions of approval (striking Condition 4 from the staff recommendations), and additional DRB conditions as follows: 13) The brick to match the height of the vertical railing on both the front porch and the balcony in the rear; with the applicant to consider adding brick to the hardscape; and 14) No more than 3,000k LED lighting; approved by voice vote: 5-0 (Ayes: Benz, Butt, Hannah, Neel, and Livingston; Noes: None; Absent: Leader and Leung).

5. **PLN18-343**      **NEW 3-UNIT MULTIFAMILY**  
Description      PUBLIC HEARING TO CONSIDER A REQUEST FOR A DESIGN REVIEW PERMIT TO CONSTRUCT THREE RESIDENTIAL DWELLING UNITS ON A ±5,000 SQUARE FOOT VACANT PARCEL
- Location:      5206 SAN JOSE AVENUE  
APN      510-081-034  
Zoning      RM-1, MEDIUM DENSITY MULTIFAMILY RESIDENTIAL DISTRICT  
Owner:      MALIK FAISAL  
Applicant      LECK SOUNGPANYA  
Staff Contact      HECTOR LOPEZ      Recommendation: **CONTINUE TO FEBRUARY 27, 2019**
6. **PLN17-652**      **NEW SINGLE-FAMILY RESIDENCE AND ACCESSORY DWELLING UNIT**  
Description      PUBLIC HEARING TO CONSIDER A REQUEST FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A NEW TWO-STORY SINGLE-FAMILY RESIDENCE AND A ±201 SQUARE FOOT DETACHED ACCESSORY DWELLING UNIT ON AN ±8,400 SQUARE FOOT VACANT PARCEL
- Location:      BUENA VISTA AVENUE  
APN      556-151-006  
Zoning      RL-2, SINGLE-FAMILY LOW DENSITY RESIDENTIAL  
Owner:      LAI EUGENE  
Applicant      LI-SHENG FU  
Staff Contact      JONELYN WHALES      Recommendation: **CONTINUE TO MARCH 13, 2019**

### Board Business

#### A. Staff reports, requests, or announcements:

The Board emphasized the need for applicants to submit color and material boards.

Boardmember Hannah requested that the number of staff recommendations for each application be identified on the front of each staff report for easy reference by Boardmembers.

##### 1. Nominating Committee for Officer Elections

Boardmember Butt reported that the Nominating Committee had met to consider officer elections. She nominated Jonathan Livingston to be the Chair of the Design Review Board, with Michael Hannah to be the Vice Chair for 2019.

**It was M/S/C (Butt/Neel) to elect Jonathan Livingston as Chair, and Michael Hannah as Vice Chair of the Design Review Board for 2019; approved by voice vote: 5-0 (Ayes: Benz, Butt, Hannah, Neel, and Livingston; Noes: None; Absent: Leader and Leung).**

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### **B. Boardmember reports, requests, or announcements:**

Chair Livingston highlighted a recent Subcommittee meeting on a proposed project for 12<sup>th</sup> and MacDonald Avenue.

### **Adjournment**

The meeting was adjourned at 7:40 P.M. to the next regular Design Review Board meeting on Wednesday, February 27, 2019.