

**DESIGN REVIEW BOARD MEETING**  
**COUNCIL CHAMBERS, RICHMOND CITY HALL**  
1401 Marina Way South, Richmond, CA  
October 10, 2007  
6:00 p.m.

**BOARD MEMBERS**

Robert Avellar, Chair  
Ted J. Smith  
Diane Bloom

Jonathan Livingston, Vice Chair  
Don Woodrow  
Vacant

The meeting was called to order at 6:00 p.m.

**ROLL CALL**

**Present:** Chair Avellar, Vice Chair Livingston, Boardmembers Bloom, Smith and Woodrow

**Absent:** None

**INTRODUCTIONS**

**Staff Present:** Lamont Thompson, Hector Rojas and Mary Renfro

**Chair Avellar** gave an overview of the procedures for speaker registration and public hearing functions and procedures. He noted any decision approved may be appealed in writing to the City Clerk within ten (10) days, or by Monday, October 22, 2007 by 5:00 p.m.

**MINUTES FOR APPROVAL** - None

**APPROVAL OF AGENDA**

**ACTION: It was M/S (Woodrow/Smith) to approve the agenda; unanimously approved.**

**CONSENT CALENDAR**

**Chair Avellar** noted the Consent Calendar currently consisted of Items 4, 5 and 6.

**Boardmember Woodrow** said since Item 6 was being held over, he questioned why Items 1 and 2 were also on Consent, as they were also recommended to be held over. Mr. Thompson said staff acted in error and those items can be moved to the Consent Calendar.

**Vice Chair Livingston** suggested adding Items 1, 2 and 3 to the Consent Calendar. Therefore, all Items from the agenda were currently on the Consent Calendar, and no items were requested for removal.

**ACTION: It was M/S (Smith/Livingston) to approve the Consent Calendar Item 1, 2, 3, 4, 5 and 6; unanimously approved.**

**Consent Items Approved:**

1. **DR 1102306 – Canyon Oaks II Development on San Pablo Dam Road** - PUBLIC HEARING to consider a request for Design Review approval of the proposed residential designs for 32 homes, located on the south side of San Pablo Dam Road at its intersection with Castro Ranch Road within the El Sobrante Valley area (APN: 573-020-009). The project applicant received entitlements for a tentative subdivision map to construct 36 detached single-family dwellings, including 4 custom home sites; associated utilities infrastructure and roadways for the subdivision. The City Council approved a General Plan Amendment and a rezoning for the project. New zoning districts are SFR-1, SFR-3, and CRR (Single-Family Residential and Community and Regional Recreation) Zoning Districts. FRB Inc., owner; Tom Simonson of Eden Bridge Homes, applicant. Tentative Recommendation: Hold Over to 11/14/07
2. **DR 1103130 – Construct Two-Story Single-Family Residence on Tremont Avenue** - PUBLIC HEARING to consider a request for Design Review approval to construct a ±2,400 square foot two-story residence located on Tremont Avenue between Contra Costa Avenue and California Street in the Tiscornia Estates planning area (APN: 558-282-020). SFR-3 (Single-Family Low Density Residential) Zoning District and General Plan designation. Robert Clear, owner; Stuart Littell of Stuart Construction, applicant; L2 Studio of San Francisco, architect. Tentative Recommendation: Hold Over to 10/24/07.
3. **DR 1104174 – Construct Two-Story Office Building & Restroom/Shelter on Goodrick Ave.** - PUBLIC HEARING to consider a request for Design Review approval to construct a two-story ±6,920 square foot two-story office building and 600 square foot restroom/shelter located at 2780 Goodrick Avenue (APN: 408-082-020). M-3, Heavy Industrial Zoning District. Johns-Fahy, LLC, owner; Gardener's Guild, Inc., applicant. Tentative Recommendation: Conditional Approval.
4. **DR 1104189 – Chevron Pre-Fabricated Steel Warehouse within the Refinery** - PUBLIC HEARING to consider a request for Design Review approval to construct an 80 foot by 150 foot pre-fabricated steel warehouse that would be approximately 27 feet high located at 841 Chevron Way (APNs: 561-040-016; 561-100-003, -001, -003, -008, -009, -010, -011, -012, -013, -017, -020, -025, -026, -029, -034, -035, -036, -036, -037, -038, -040; 561-400-008; 561-410-002; 561-410-003). The proposed warehouse would be situated within the Refinery's property boundary and would not be visible to persons located off site. M-2 (Light Industrial) and M-3 (Heavy Industrial) Zoning Districts. Chevron Products Company, owner; John Jensen, applicant. Tentative Recommendation: Conditional Approval.
5. **DR 1104313 – Second Story Addition to Single-Family Residence on Sanderling Island** - PUBLIC HEARING to consider a request for Design Review approval to construct a ±153 square foot second level at the front of the residence located at 1302 Sanderling Island (APN: 560-410-043). SFR-3 (Single-Family Low Density Residential) Zoning District. Thomas Bachman, owner/applicant. Tentative Recommendation: Withdrawal.
6. **DR 1104193 – Building Façade and Site Improvements on San Pablo Avenue** - PUBLIC HEARING to consider a request for Design Review approval of building façade and site improvements to the shared parking lot at the properties located at 12432 and 12440 San Pablo Avenue (APNs: 519-010-014 & -015). C-2 (General Commercial) Zoning District. David Bailey, owner; Thomas E. Wright, applicant. Tentative Recommendation: Hold Over to 10/24/07.

## BOARD BUSINESS

### 7. Reports of Officers, Board Members, and Staff

**Vice Chair Livingston** said at the last meeting, the Board asked staff to agendaize an item regarding the amount of incomplete applications the Board was getting. He drafted the letter, provided a copy to Boardmembers and staff, Boardmember Bloom read it into the record and it was then discussed.

**Boardmember Woodrow** asked that the "Design Review Board members" be identified in the first sentence; he felt there is only one issue and not a few issues--incomplete applications; and felt it needed some work. Assistant City Attorney Renfro suggested directing staff to agendaize the finalized letter for the next agenda, every member's suggested comments can be forwarded to Vice Chair Livingston, that person can finalize the document and then the finalized document could be agendaized the final letter under Board business.

**Boardmember Bloom** felt the fall out was on the Board members, which was unpleasant, and she has been in several situations where she has had to defend and explain the process. She felt it has to do with the process. She felt the letter could be made more easy to read, some things could be italicized instead of bolded, she recommended change to the following sentence: "We understand and know that you and your staff have a clear directive on what a complete application is because requirements for a complete application for design review ~~as~~ is set forth in the Design Review application, a copy of which is attached.

**Boardmember Woodrow** felt the letter could be done on one page and said he could not sit in the meeting and edit the document. **Vice Chair Livingston** asked that Boardmember Woodrow take the lead on the word-smithing the letter.

Assistant City Attorney Renfro felt it was okay that since the letter was in the record, for one person to become the repository of everyone's comments provided that the Board does not speak amongst themselves. **Boardmember Woodrow** agreed and asked that changes be submitted to him via email and that the changes would be made as part of the record in public.

**ACTION: It was M/S (Bloom/Livingston) that the Board forward their edits regarding the draft letter to Boardmember Woodrow and that he present the finalized letter on the next agenda under Board Business in open forum; unanimously approved.**

**Vice Chair Livingston** said today he met with the Redevelopment Agency regarding the parking structure at the Richmond BART at 15<sup>th</sup> and Macdonald Avenue. He said what was suggested to BART was that they pursue making it more personalized to Richmond, make it reflect Richmond's history, the Redevelopment Agency liked that idea and this is what is being pursued through a Richmond artist. He said the Richmond BART station would have 800 parking spaces.

### **Public Forum – Brown Act**

Michael Woldemar said regarding the project approved tonight, he worked extensively with Hector Rojas who was tremendous to work with and felt he is a real resource. He suggested also copying the letter to the Planning Commission members, as they may have some of the same concerns. Lastly, he did provide Vice Chair Livingston of some previously done drawings both in Richmond and in other locations that represent complete applications for design review. He said most cities have the same set of requirements and if done well, they usually get approved quickly and easily.

**Vice Chair Livingston** asked that in the future, more information be requested of Chevron, and he said there were no roof, floor, no materials called out, no C3, no elevation or site plans. Mr. Thompson agreed, and said Condition 3 mandates that they follow the RWQCB requirements.

They have a special way in which all storm water runoff is treated on that site because they have contaminated soil. They take it to a wastewater treatment plant, the water is treated on site and then discharged out into the Bay.

Assistant City Attorney Renfro said according to the direction from the City Council, there is a draft ordinance merging the Design Review Board and the Planning Commission which is in the administrative review period. A meeting was held regarding the merger today, an administrative draft has been out since August 10<sup>th</sup>, and she felt there was pressure to move it along. It addresses more rigorous administrative level review and less coming before the volunteer boards, who she agreed puts in countless hours. The Council directed more exemption from design review and staff level review.

**Boardmember Woodrow** asked if the Board could review the ordinance, and Assistant City Attorney Renfro said it was not yet released because it is an administrative draft. She said the consultant will make one final change and something should happen soon.

**Boardmember Smith** said the Planning Commission was operating at bare bones currently, and he noted he was being held over on his term, as well as other Boardmembers. Assistant City Attorney Renfro said a study session before the Planning Commission would be agendaized for the merger to be discussed in public, and she hoped that the draft will go to Councilmembers. **Boardmember Woodrow** asked that the Design Review Board be involved through a joint study session. Ms. Renfro said she had little control over the process, that it possibly could be held as a joint study session or possibly Boardmembers could attend the Planning Commission or Council meeting.

**Boardmember Woodrow** suggested a tour be held of the Chevron Plant, felt it would be helpful, and questioned what would be placed into the proposed building which was not being discussed. Mr. Thompson said staff could request Chevron representatives conduct a tour for any boardmember; however, it would be done on an individualized basis. He said staff was in the process of preparing an EIR document and public hearings will be held for a CUP and the issue would be a big topic of discussion. He noted technical comments take a significant amount of time, as well as meeting on the project.

**Boardmember Woodrow** asked if citizens would be able to hear about the plan for the hydrogen line that goes from Chevron East, and Mr. Thompson said this is another project he was working on and agreed most of the lines were already in existence, and an environmental document would be prepared for public review and comment.

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The Board adjourned the meeting at 6:55 p.m.