

**MINUTES APPROVED AT THE HPC MEETING ON APRIL 28, 2021**

**DESIGN REVIEW BOARD REGULAR MEETING  
Richmond, CA 94804**

April 14, 2021  
6:00 P.M.

**All Participation Via Teleconference**

Due to the coronavirus (COVID-19) pandemic, Contra Costa County and Governor Gavin Newsom had issued multiple orders requiring sheltering in place, social distancing, and reduction of person-to-person contact. Accordingly, Governor Newsom had issued executive orders that allowed cities to hold public meetings via teleconferencing. Due to the shelter in place orders, all City of Richmond staff, members of the Design Review Board (DRB), and members of the public participated via teleconference. Public comment was confined to items on the agenda and limited to the specific methods identified on the agenda.

**BOARD MEMBERS**

Kimberly Butt  
Jessica Fine  
Macy Leung

Brian Carter  
Michelle Hook  
Jonathan Livingston

Chair Livingston called the regular meeting to order at 6:00 P.M.

**ROLL CALL**

**Present:** Chair Jonathan Livingston, and Boardmembers Brian Carter, Jessica Fine, Michelle Hook, and Macy Leung

**Absent:** Boardmember Kimberly Butt

**INTRODUCTIONS**

**Staff Present:** Planners Roberta Feliciano and Emily Carroll, and City Attorney Shannon Moore

**APPROVAL OF MINUTES:** March 10, 2021 and March 24, 2021

**ACTION: It was M/S/C (Carter/Livingston) to approve the minutes of the March 10, 2021 and March 24, 2021 meetings, as submitted; approved by voice vote: 5-0 (Ayes: Carter, Fine, Hook, Leung, and Livingston; Noes: None; Abstain: None; Absent: Butt).**

**APPROVAL OF AGENDA**

**Public Forum**

Emily Carroll described the format of the web-based meeting and the public's ability to speak during the meeting.

Ms. Feliciano read the following email into the record:

## MINUTES APPROVED AT THE HPC MEETING ON APRIL 28, 2021

CORDELL HINDLER, Richmond: "Good evening Chair Livingston, Boardmembers and City staff, I have a couple of comments for the record. 1. Congrats to Chair Livingston and Boardmember Leung for their reappointments. 2. Also I would remind the Board that any potential projects seeking approval must communicate with the neighborhood councils. Sincerely, Cordell."

**City Council Liaison Report:** None

**CONSENT CALENDAR:** None

### **APPEAL DATE:**

Chair Livingston announced that any decision approved may be appealed in writing to the City Clerk within ten (10) days, or by Monday, April 26, 2021 by 5:00 P.M.

### **PUBLIC HEARINGS:**

- |                     |   |
|---------------------|---|
| <b>1. PLN21-095</b> | <b>LIZARRAGA SECOND-STORY DECK</b>  |
| Description         | PUBLIC HEARING TO CONSIDER A RECOMMENDATION TO THE PLANNING COMMISSION FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A SECOND-STORY DECK GREATER THAN 4 FEET IN HEIGHT FROM THE GROUND (8.5 FEET PROPOSED), AND A VARIANCE TO ALLOW FOR A 3-FOOT PROJECTION INTO THE REAR YARD SETBACK. |
| Location            | 517 WESTERN DRIVE   |
| APN                 | 558-201-007   |
| Zoning              | RL-1, SINGLE-FAMILY VERY LOW DENSITY RESIDENTIAL DISTRICT   |
| Owner/Applicant     | MEGAN LIZARRAGA AND JOSEPH MARCHINI   |
| Staff Contact:      | EMILY CARROLL                      Recommendation: RECOMMENDATION TO THE PLANNING COMMISSION  |

Emily Carroll presented the staff report dated April 14, 2021, and explained that the application required approval from the Planning Commission for a variance to allow a three-foot projection into a non-conforming rear yard setback on a very narrow lot. The applicant proposed a western facing deck looking out over the Bay. Staff supported the proposal given that the deck would enhance the livability of the lot, provide more outdoor space, and create no adverse privacy impacts. The proposal had been approved by the Point Richmond Neighborhood Council, had been supported by all adjacent neighbors, and the deck profile was consistent with the surrounding properties. The project included a reconfiguration of the interior floorplan along with updates to the siding of the home.

Chair Livingston referred to the plans and the encroachment into the sideyard setback and asked whether that had been considered and included in the variance, to which Ms. Carroll explained that the portion where the deck had been proposed did not encroach into the sideyard and had therefore not been included in the variance request.

Chair Livingston opened the public hearing.

MEGAN LIZARRAGA, the property owner, described the unique lot and explained that while the rendering appeared to show the front of the lot it was actually the rear of the lot where the deck had been proposed. She noted that various parking studies had been done to ensure accessibility into the garage. She also noted that the neighbors had supported the design.

**MINUTES APPROVED AT THE HPC MEETING ON APRIL 28, 2021**

Boardmember Leung liked the proposal but asked about the fence facing the front on the 3D rendering, and verified with the applicant that there was a good-neighbor fence at that location which would remain.

Boardmember Fine was pleased with the extensive neighborhood outreach, supported the improvements to the curb appeal, and expressed a desire that the driveway and landscaping also be improved.

Ms. Lizarraga concurred, and explained that planter boxes had been proposed where the concrete footings for the deck were located to help with parking and to add curb appeal. She commented that the alleyway was where all the driveways were located.

Vice Chair Carter also supported the proposal and asked if a sunshade or overhang had been proposed over the slider, and Ms. Lizarraga commented that could be added in the future if needed.

Vice Chair Carter also suggested raising the pedestals where the posts were located to avoid collisions, and Ms. Lizarraga explained that she was working with an engineer to address those kinds of issues. She added that railings would likely be painted protected metal with a cable rail.

Chair Livingston commented that a painted aluminum railing would work well.

Boardmember Hook thanked the applicant for reaching out to the neighbors and supported the improvements to the driveway and to the planter boxes.

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

Chair Livingston closed the public hearing.

**ACTION: It was M/S/C (Livingston/Carter) to recommend to the Planning Commission the approval of PLN21-095, Lizarraga Second-Story Deck; subject to the four Findings and Statements of Fact with six Conditions of Approval and additional DRB conditions as follows: 7) There be a fence on both sides closing off the sideyards; 8) Planters to be added on either side of the driveway and/or concrete deck posts to protect them from impact; and 9) The deck stanchions to be non-corrosive; with a suggestion to consider a shade screen over the door; approved by voice vote: 5-0 (Ayes: Carter, Fine, Hook, Leung, and Livingston; Noes: None; Abstain: None; Absent: Butt).**

<b>2. PLN20-329</b>	<b>DAVIDSON TWO-STORY ADDITION</b>
Description	PUBLIC HEARING TO CONSIDER A RECOMMENDATION TO THE PLANNING COMMISSION FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A TWO-STORY ADDITION TO AN EXISTING RESIDENCE AND A VARIANCE TO ALLOW FOR A 10-FOOT REAR YARD SETBACK ALONG CLINTON AVENUE (20 FEET REQUIRED).
Location	696 YUBA STREET
APN	520-121-012
Zoning	RL-2, SINGLE-FAMILY LOW DENSITY RESIDENTIAL DISTRICT
Owner	ERIC AND NATALIE DAVIDSON
Applicant	ZACHARY MEADE, ARCHITECT
Staff Contact:	ROBERTA FELICIANO Recommendation: RECOMMENDATION TO THE PLANNING COMMISSION

Roberta Feliciano presented the staff report dated April 14, 2021, for a recommendation to the

## **MINUTES APPROVED AT THE HPC MEETING ON APRIL 28, 2021**

Planning Commission to construct an approximate 1,240 square foot two-story addition with a two-car garage on the first floor, and two bedrooms, an office and a bathroom on the second floor. She stated the proposed project met all development standards with the exception of the rear setback which would need a variance from the Planning Commission. Staff supported the variance.

Ms. Feliciano reported that the application had been considered by the DRB Subcommittee comprised of Chair Livingston, Vice Chair Carter and Boardmember Fine in December 2020, and the comments from that meeting had been included in the staff report. The Richmond Heights Neighborhood Council had approved the project as had the abutting neighbor.

ZACHARY MEADE, the Project Architect, described the application for an unusual pie-shaped lot bordering Clinton Avenue and Yuba Street, with a small buildable area. He noted that the existing front and rear yard setbacks were out of compliance with the existing building and with the next door neighbor. He requested a variance along the entire rear setback to 10 feet to allow compliance with the maximum Floor Area Ratio (FAR) within the base planning code for the site, and to relocate the driveway to the Clinton Avenue side of the property to allow more living space on the ground floor, and to extend an existing curb and gutter to align with the new curb cut. The proposal would also uncover, replace, and repair an existing permeable gravel bed to mitigate site run-off. The new driveway would be a pervious Rockpave system.

Mr. Meade explained that input from the DRB Subcommittee had been incorporated into the plans. He stated the garage would be swapped to the rear of the property; pointed out how the garage would be realigned and a portion of the relocated garage would have a higher ceiling; there would be a new six-foot high fence to replace an existing six-foot high fence; and a dual multi-pitch roof had been proposed to allow solar panels to face due south, mitigate shading from the southerly neighbor, and hide the solar panels from the street. The roof forms would be kept as symmetrical as possible so that the front elevation would not be impacted by the asymmetrical roof for the solar panels. He also explained that exterior renovation work had recently been completed by the property owner; the color of the addition would be white stucco to match the existing house; a dark gray charcoal trim color would be used for eaves, gutters and fascias; the upper level roof soffits would be a medium gray to differentiate the soffit paneling from the walls; and a standing seam charcoal metal roof would be added to the existing roof at the lower floor and the new roof at the upper floor. The ground floor of the home would have new windows and a recessed window would be introduced at the upper level to break up the building façade. Landscaping would be by the owner who proposed new concrete pavers at the front of the home and at the side yard; succulents would surround the home, with steel planters at the front at ground level; and gorilla mulch would be used along with a drought-tolerant landscape scheme.

Chair Livingston opened the public hearing.

DANIELLE, a neighbor who lived on Yuba Street, supported the proposal and stated the work performed by the applicants had been well done and elevated the block and the neighborhood. She was excited to see how the current proposal turned out.

Boardmember Hook was pleased with the drawings, with the neighbors' feedback, and with respect to the edges of the home. She encouraged an erosion control plan, and asked about the two existing trees on the slope, whether there was an arborist report, and whether those trees would be maintained.

Mr. Meade stated the desire was to keep and maintain those two existing trees.

NATALIE DAVIDSON, the property owner, reported that a landscape architect had looked at

## **MINUTES APPROVED AT THE HPC MEETING ON APRIL 28, 2021**

those trees and had pointed out that they were helping to lock in the soil on the corner. The desire was to maintain those trees and ultimately add plantings around the house.

Boardmember Fine referenced the large amount of mulch and supported more planting to appear more natural. She supported the project and stated it was beautiful and well done.

Vice Chair Carter also supported the project and asked if the whole building would be re-stuccoed, and Mr. Meade explained there would be no seams with the new stucco in that every new wall would be done perpendicularly.

Ms. Davidson added that the stucco had been done six months ago.

Boardmember Leung liked the proportion and the balance, the trellis in front of the building, the appearance of ease of maintenance, the entrance in the back in terms of the driveway into the garage, which was less steep, and the design. She supported more planting in front of the building to offer more contrast between the mulch, the grass, and the planting.

Chair Livingston commended the detail and complete design, supported the plan, and had no comments.

Chair Livingston closed the public hearing.

The Board supported the design and had no issues with the requested variance.

<b>ACTION: It was M/S/C (Carter/Fine) to recommend to the Planning Commission the approval of PLN20-329, Davidson Two-Story Addition; subject to the four Findings and Statements of Fact with six Conditions of Approval; approved by voice vote: 5-0 (Ayes: Carter, Fine, Hook, Leung, and Livingston; Noes: None; Abstain: None; Absent: Butt).</b>
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### **Board Business**

**A. Staff reports, requests, or announcements:** None

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

Through the Zoom process and to offer a sense of closure, Chair Livingston requested the ability for the DRB to speak with applicants after DRB action had been taken.

The Board discussed when in-person meetings might reopen, and discussed the upcoming DRB retreat.

### **Adjournment**

The meeting was adjourned at 7:15 P.M. to the next regular Design Review Board meeting on Wednesday, April 28, 2021.