



City of Richmond Design Review Board AGENDA

Wednesday, August 12, 2015 at 6:00pm
Multipurpose Room, Community Services Building,
Basement, 440 Civic Center Plaza, Richmond CA 94804

COMMUNICATION ACCESS INFORMATION: This meeting is being held in a wheelchair accessible location. To request disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Bruce Soublert, ADA Coordinator, at (510) 620-6509 at least three business days before the meeting date.

Roll Call **Eileen Whitty, Chair** **Brenda Munoz** **Brant Fetter**
 Ray Welter, Vice Chair **Jonathan Livingston** **Mike Woldemar**

Introductions Introduction of staff members and other guests.

Approval of Minutes **From the meetings held on July 8, 2015.**

Approval of Agenda At the discretion of the Chair, items on the agenda may be heard in an order different from that which appears on the agenda.

Meeting Procedures Members of the public attending a Design Review Board meeting for the first time are encouraged to read the "Meeting Procedures" information following the agenda.

Public Forum Anyone who wishes to address the Board on a topic that is not on the agenda must file a speaker form with the staff 2 minute limit.

City Council Liaison Report The City Council member serving as liaison to the Board may make a report on City Council actions of interest to the Board.

Consent Calendar **Item number(s): 1, 2 and 3**

Appeal Date The appeal date for actions taken by the Board at this meeting is no later than **5:00pm on Monday, August 24, 2015.**

Public Hearing(s)

1. PLN15-330 JOHNSON TWO-STORY ADDITION
Description PUBLIC HEARING TO CONSIDER A DESIGN REVIEW PERMIT TO CONSTRUCT A ±926 SQUARE FOOT TWO-STORY ADDITION TO AN EXISTING DWELLING.
Location 4451 FIELDCREST DR
APN 431-290-017
Zoning SFR-3 (SINGLE FAMILY LOW DENSITY RESIDENTIAL)
Applicant RICHARD JOHNSON AND KIMI JO
Architect KATTENBURG ARCHITECTS
Staff Contact HECTOR LOPEZ Recommendation: **CONDITIONAL APPROVAL**

2. PLN15-378 ROLLING HILLS SIGN
Description PUBLIC HEARING TO CONSIDER A DESIGN REVIEW VARIANCE TO ALLOW CONSTRUCTION OF A NEW ELECTRONIC READER BOARD SIGN ADJACENT TO THE I-80 FREEWAY AT ROLLING HILLS MEMORIAL PARK.
Location 4100 HILLTOP DR
APN 414-202-118
Zoning CRR, COMMUNITY AND REGIONAL RECREATIONAL DISTRICT
Owner ROLLING HILLS MEMORIAL PARK
Applicant RICHARD DAVIS
Staff Contact DAVID BROSKY Recommendation: **HELD OVER TO DATE UNCERTAIN**

3. PLN15-212 GULLERMO TWO-STORY ADDITION

Description PUBLIC HEARING TO CONSIDER A DESIGN REVIEW PERMIT TO CONSTRUCT A SECOND-STORY REAR ADDITION OF \pm 1,106 SQUARE FEET TO AN EXISTING DWELLING.

Location 430 DUBOCE AVE

APN 561-192-009

Zoning SFR-3

Owner ORTEGA GULLERMO

Applicant EVELYN MEJIA

Staff Contact JONELYN WHALES

Recommendation: **CONDITIONAL APPROVAL**

Board Business

A. Staff reports, requests, or announcements

- Availability for Design Review Board in September to review, update, and checklist of current projects, and to launch City wide zoning updates process.

B. Board member reports, requests, or announcements

Adjournment

The next meeting of the City of Richmond Design Review Board is scheduled on Wednesday, August 26, 2015.

Meeting Procedures **Function of a Public Hearing** • A public hearing is intended to inform the public of pending proposals and to enable members of the public to present relevant information and viewpoints before any Board action. The Board encourages community participation at its meetings and has established procedures that are intended to accommodate public input in a timely manner as follows.

Speaker Registration • Persons wishing to speak on a particular item on the agenda must file a speaker form with the staff prior to the Board's consideration of the item. Once discussion on the agenda item begins, only those persons who have previously submitted speaker forms will be permitted to speak on the item.

Consent Calendar • Applications that are considered routine by the Staff have been placed on the consent calendar with a recommendation to approve, conditionally approve, or continue the item to a date certain. The Board may act in one motion to adopt the staff recommendations on those items.

Prior to voting on the consent calendar, the Chair will ask if any member of the public wishes to speak on any of the items listed on the consent calendar. If you wish to speak, please rise and request that the agenda item be removed from the consent calendar. Items removed will be discussed in the numerical order listed in the agenda.

Public Hearing Procedure

1. Chair identifies the agenda item and explains any deviation from the standard speaker rules.
2. Staff presents a brief project summary and makes a preliminary recommendation.
3. Board members may ask questions of Staff regarding the proposal.
4. Chair opens the public hearing.
5. Applicant is invited to describe and explain the proposal5 minute limit.
6. Registered speakers2 minute limit.
7. Applicant may make rebuttal comments2 minute limit.
8. Board members may ask follow-up questions of the speakers at any time.
9. Staff presents a final summary and recommendation.
10. Board members discuss the proposal and vote to either to close or to continue the public hearing to a specific date.
11. If the public hearing is closed, Board members further discuss the proposal and vote to approve, to approve with conditions, or to deny the application.
12. Chair informs the audience of the Board's action and appeal process.

Appeals • Decisions of the Design Review Board may be appealed to the City Council within ten days. Appeals must be submitted to the City Clerk's office in writing and must indicate the reasons that the Board's action should be reversed.

Legal Challenge Notice • If you challenge a decision on any of the items on this agenda in court, you may be limited to only those issues you or someone else raised at any public hearing on the item challenged, or in written correspondence delivered to the public entity conducting the hearing at, or prior to, the public hearing.

Meeting Time Limits • If all of the agenda items are not completed by 9:00 PM, the items remaining shall be continued to the next regular meeting unless the Board votes to extend the meeting.

Staff Reports and Tentative Recommendations • Copies of the Staff reports for the public hearing items on this agenda can be viewed on the City of Richmond's website at: <http://www.ci.richmond.ca.us/documentcenterii.asp>
Go to: Planning and Building Services > Planning Division > Boards and Commissions > Design Review Board > Reports.

Cell Phones • Please silence all cell phones, pagers, and other electronic devices during the meeting.