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**SANTA ROSA DESIGN REVIEW BOARD MINUTES
REGULAR MEETING
CITY HALL, 100 SANTA ROSA AVENUE
MARCH 2, 2017**

1:30 P.M. (CITY HALL ROOM 7)

1. CALL TO ORDER AND ROLL CALL

Chair Burch called the meeting to order at 2:36 p.m. Board Members Present: Chair Burch, Vice Chair Hedgpeth; Board Members Anderson, Grogan, Kincaid, Sunderlage.
Absent: Board Member Zucco (arrived 1:50 pm)

2. APPROVAL OF MINUTES

February 16, 2017 Regular Meeting Minutes – Approved as submitted.

3. BOARD BUSINESS – Chair Burch Read aloud the Statement of Purpose.

4. PUBLIC APPEARANCES - None

5. STATEMENTS OF ABSTENTION BY BOARD MEMBERS

Board Member Zucco abstained from Items 6.2, 6.3, and 6.4 due to professional relationships with applicants and/or involvement with the projects.

6. SCHEDULED ITEMS

**6.1 PUBLIC HEARING - PRELIMINARY DESIGN REVIEW
EMERALD ALLIANCE CULTIVATION
2875 SEBASTOPOL RD – FILE NO. PRJ16-007**

BACKGROUND: Emerald Alliance is proposing to construct and operate an indoor medical cannabis commercial cultivation facility with a floor area of approximately 25,000 sq ft on the vacant parcel located at 2875 Sebastopol Road. The project site is zoned for light industrial land use and is adjacent to residential development along Brittain Lane, to the north. The proposed facility would operate within a modular building. Delivery vehicles will enter the property from Sebastopol Road and exit onto Brittain Lane. Delivery vehicles will be loaded and unloaded from a designated enclosed area within the proposed facility. There is no retail component associated with this facility.

- Senior Planner Patrick Streeter gave the staff report.
- Board Member Zucco arrived.
- Project Architect Phil Brady gave a presentation.
- Landscape Architect Gary Balcerak gave a presentation.
- Applicant Karen Kissler gave a presentation.
- Mechanical Engineer Clint Baker gave a presentation.
- Chair Burch opened the Public Hearing (no one spoke.)
- Chair Burch closed the Public Hearing.
- Associate Civil Engineer Carol Clark responded to Board questions.
- Building Official Mark Setterland responded to Board questions.

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The Board recommended that the applicant submit a complete package including a color/materials board, wall sections, light schedule, trash enclosure details, accurate mechanical screen locations, fencing details, a landscape plan showing existing trees, and:

1. Consider architectural detail to break up building mass on the corner of Sebastopol Road/Brittain Lane.
2. Add natural light in the offices and second floor trimming rooms for employees.
3. Show vines on trellises.
4. Consider metal, such as COR-TEN, for trellises.
5. Consider lowering mechanical components and revisit the design of the mechanical screening structures on the north and south ends of the roof.
6. Make the mechanical screens architectural features.
7. Break down building scale at the corners.
8. Add silencers to emission stacks.
9. Screen the northern edge of the building with columnar evergreen trees.
10. Save the existing Oak if feasible.
11. Explore landscape possibilities along the Brittain Lane right-of-way and drainage ditch.
12. Consult with a Civil Engineer
13. Consider adding a trash enclosure of CMU with roof and locked gates.
14. Revisit the roof design; consider a sloped roof or inverted roof to minimize the shade cast on north side neighbors.
15. Trellises and overhangs must clear the public utility easement.
16. Consider removing columns to accommodate required parking.

MOVED by Board Member Anderson, seconded by Board Member Sunderlage, and CARRIED Unanimously to Continue the item to a date uncertain.

Board Member Zucco left the meeting.

6.2 PUBLIC HEARING - PRELIMINARY DESIGN REVIEW CODDINGTOWN MALL RENOVATION 733 CODDINGTOWN MALL – FILE NO. DR16-065

BACKGROUND: The Coddington Mall Renovation project proposes to demolish the existing 2,300 square foot north elevation covered walkway and storefront, and a portion of an existing retail building, to construct 200 lineal feet of a new façade, and a previously approved 7,000 sq-ft retail building. Landscape and hardscape improvements are also proposed.

- City Planner Amy Nicholson gave the staff report.
- Architect Bob Moore gave a presentation.
- Landscape Architect Chuck Stassis gave a presentation.
- Chair Burch opened the public hearing (no one spoke.)
- Chair Burch closed the public hearing.

MOVED by Vice Chair Hedgpeth, seconded by Board Member Kincaid to adopt:

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RESOLUTION NO. 17-947 ENTITLED: RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA GRANTING PRELIMINARY DESIGN REVIEW APPROVAL FOR THE CODDINGTOWN MALL RENOVATION LOCATED AT 733 CODDINGTOWN CENTER, ASSESSOR'S PARCEL NUMBER 012-490-045, FILE NO. DR16-065

Board Member Kincaid made a friendly amendment to add the following conditions:
The friendly amendment was accepted.

1. Shall specify tree species and tree planting conditions which will provide an appropriate rooting environment for long-term tree health and shading of the parking lot, and provide tree planting details.
2. Replace additional trees identified in Exhibit B.
3. Shall revise flow-through planters to include seat walls.
4. Consider further articulation and playfulness in the arrangement of flow-through planter seat walls.
5. Shall lower the center façade element of Ulta by 18-inches.
6. Shall redesign cornice returns of the "retail" building.
7. Shall revise plant species along west elevation of Petco Unleashed to reflect shady conditions.

CARRIED (6-0-1) (Board Members Burch, Hedgpeth, Anderson, Grogan, Kincaid, and Sunderlage voting Aye, and Board Member Zucco abstaining/recused) to waive reading of the text and adopt

RESOLUTION NO. 17-947 ENTITLED: RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA GRANTING PRELIMINARY DESIGN REVIEW APPROVAL FOR THE CODDINGTOWN MALL RENOVATION LOCATED AT 733 CODDINGTOWN CENTER, ASSESSOR'S PARCEL NUMBER 012-490-045, FILE NO. DR16-065 with the added conditions.

Vice Chair Hedgpeth left the meeting.

6.3 PUBLIC HEARING - PRELIMINARY DESIGN REVIEW – COLLEGE STATION 6 & 80 COLLEGE AVE – FILE NO. DR16-026

BACKGROUND: The College Station project proposes the redevelopment of a property currently home to an unoccupied industrial building, parking lot, and vacant restaurant. Two commercial buildings are proposed on the 0.95-acre site, comprising a total of 9,000 sq feet of building area. The 4,000 sq ft building, proposes a drive-through service area, providing egress to Cleveland Avenue through a one-way drive isle. The larger of the two buildings, at 5,000 square feet, is located on the northwestern portion of the site. Each building features an outdoor patio area.

- City Planner Amy Nicholson gave the staff report.
- Architect Eric Glass gave a presentation.
- Landscape Architect Stephanie McAllister gave a presentation.
- Chair Burch opened the public hearing (no one spoke.)
- Chair Burch closed the public hearing.

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MOVED by Board Member Anderson, seconded by Board Member Grogan to adopt:

RESOLUTION NO. 17-948 ENTITLED: RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA GRANTING PRELIMINARY DESIGN REVIEW APPROVAL FOR THE COLLEGE STATION PROJECT LOCATED AT 6 & 80 COLLEGE AVE, ASSESSOR'S PARCEL NUMBERS 010-121-020, 010-121-024, 010-121-025, FILE NO. DR16-026

Board Member Kincaid made the friendly amendment to add the following conditions:

1. Consider widening the drive aisle at the southeast corner to allow parallel stacking of drive-through cars and exit traffic.
2. The Board recommends that the project comply with requirements of the traffic report, at the discretion of the City Traffic Engineer, regarding right-hand turns only, from the easterly drive exit on College Avenue, and the exit from Cleveland Avenue.
3. Shall specify 24-inch box Coast Live Oaks in place of 15-gallon.
4. Final Design Review is deferred to staff.

The friendly amendment was accepted.

CARRIED (5-0-2) (Board Members Burch, Anderson, Grogan, Kincaid and Sunderlage voting Aye, and Board Members Hedgpeth and Zucco abstaining/recused) to waive reading of the text and adopt:

RESOLUTION NO. 17-948 ENTITLED: RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA GRANTING PRELIMINARY DESIGN REVIEW APPROVAL FOR THE COLLEGE STATION PROJECT LOCATED AT 6 & 80 COLLEGE AVE, ASSESSOR'S PARCEL NUMBERS 010-121-020, 010-121-024, 010-121-025, FILE NO. DR16-026 with the added conditions.

Board Member Kincaid, due to illness, left the meeting.
Vice Chair Hedgpeth returned to the meeting.

6.4 CONCEPT DESIGN REVIEW – YMCA AQUATIC & FITNESS CENTER 1111 COLLEGE AVE/701 STEWART ST – FILE NO. DR17-002

BACKGROUND: The project proposes to utilize the existing site (1111 College Avenue) and the Bekin's site (701 Stewart Street) to accommodate an expansion of the YMCA Facility. The planned expansion is comprised of an outdoor swimming pool, two buildings totaling 11,363 sq ft to include a child care center, lockers, restrooms and program/classroom space, and a 1,545 sq-ft mechanical building. A 47-parking space lot and landscaping is also proposed. Vehicular access to the proposed expansion would occur on 13th Street; no access is proposed on Stewart Street.

- City Planner Amy Nicholson introduced the project.
- Architect Craig Roland gave a presentation.

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The Board discussed importance of saving the Oak if feasible. The Board encouraged exploring the roof gable design, and possibly sectioning the gables. The Board encourages buildings to front the street instead of parking, but considering the site limitations, suggested parking lot screening, possibly with sectioned concrete masonry unit walls and landscaping.

7. BOARD MEMBER REPORTS - None

8. DEPARTMENT REPORT - None

9. UPCOMING ITEMS (TENTATIVE)

MARCH 16, 2017:

888 Forth St Apartments – Preliminary & Final Design Review

D&J Carriage Homes – Final Design Review

3150 Dutton Ave Multi-Family – Concept Design Review

10. ADJOURNMENT OF MEETING – Chair Burch adjourned the meeting at 8:33 p.m. to the next regularly scheduled meeting of March 16, 2017.

PREPARED BY:

Patti Pacheco Gregg, Recording Secretary

ATTEST:

Bill Rose, Executive Secretary

APPROVED:

Chairman Burch