

DRAFT

**SANTA ROSA DESIGN REVIEW BOARD MINUTES
REGULAR MEETING
CITY HALL, 100 SANTA ROSA AVENUE
JANUARY 18, 2018**

2:30 P.M. (CITY HALL ROOM 7)

1. CALL TO ORDER AND ROLL CALL

Chair Burch called the meeting to order at 2:32 p.m. Board Members Present: Chair Michael Burch, Vice Chair Warren Hedgpeth; Board Members Sabra Briere, Kevin Zucco, Scott Kincaid, Drew Weigl.

Absent: Board Member Joel Grogan

2. APPROVAL OF MINUTES

The Design Review Board approved the January 4, 2018 Regular Meeting Minutes as submitted.

3. BOARD BUSINESS – Statement of Purpose

4. PUBLIC APPEARANCES – Duane De Witt – Citizens should come before projects; the Fountaingrove memory care unit presented at the January 4, 2018 Design Review Board meeting will not be safe; make draft Minutes available to the public.

5. STATEMENTS OF ABSTENTION BY BOARD MEMBERS

Vice Chair Hedgpeth abstained from Item 6.3 due to involvement with the applicant.

6. SCHEDULED ITEMS

**6.1 PUBLIC HEARING – PRELIMINARY & FINAL DESIGN REVIEW – 2920 DUTTON AVE
FILE NO. DR16-066**

BACKGROUND: A proposal to construct a new light industrial building and related site improvements on a vacant 1.22-acre site. The 15,219 sq ft building will contain 6 units, each including space for manufacturing (1,750 sq ft), office (390 sq ft), and storage (390 sq ft.) The office entrance to each unit faces west towards Dutton Avenue; the roll-up doors to the manufacturing space face east towards the parking lot. The footprint of the 34-ft high, two-story building occupies 24% of the 53,163 sq ft lot. Associated site improvements include a parking lot, landscaping, lighting, stormwater control, and a trash enclosure.

- City Planner Susie Murray gave the staff report.
- Architect Randy Figueiredo gave a presentation.
- Landscape Architect Don MacNair gave a presentation.
- Chair Burch opened the public hearing.
- Robert Shenquene, Canine Companions for Independence (next door to the project site) asked about barriers between the two lots, and expressed excitement about the crosswalk.
- Chair Burch closed the public hearing.

DRAFT

MOVED by Board Member Weigl, seconded by Board Member Briere, and CARRIED 6-0-0-1 (Chair Burch, Vice Chair Hedgpeth, and Board Members Briere, Zucco, Kincaid, and Weigl voting Aye, and Board Member Grogan absent) to waive reading of the text and adopt:

RESOLUTION NO. 18-974 ENTITLED: RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA PRELIMINARY DESIGN REVIEW APPROVAL FOR THE 2920 DUTTON AVENUE LIGHT INDUSTRIAL BUILDING, LOCATED AT 2920 DUTTON AVENUE, ASSESSOR'S PARCEL NOS. 043-260-001 AND 043-260-002, FILE NO. DR16-066 with the following conditions:

1. Shall add color, material shift, fenestration, or a combination thereof, to north elevation to provide interest on all four sides of the building.
2. Consider color shift at building entries on west elevation.

6.2 CONCEPT DESIGN REVIEW – LANTANA PLACE HOMES – 2979 DUTTON MEADOW FILE NO. DR17-089

BACKGROUND: The "Lantana Place Homes" proposes a 50-lot subdivision (includes 2 separate lots of bio-retention basins), Major Design Review, Conditional Use Permit for an owner-occupied housing development. The 3.79-acre site is zoned R-03-18, and is proposed to contain 48 single family attached homes (duet style) all to be sold to low and moderate income households. All homes are approximately 1,250 sq. ft. and will feature 3 bedrooms, 1.5 baths, and 1 garage. Forty-five homes are two story, three homes are single story and fully accessible. These wood frame homes will be situated on a new public street to be constructed southward from the proposed extension of Mohave Avenue to the west of Dutton Meadow. In addition to private garages, each home will have access to one parking stall in their driveway and one street parking space, located 2979 Dutton Meadow, Santa Rosa, APN 043-121-013.)

- City Planner Susie Murray introduced the project.
- Project Manager Matt Worton gave a presentation
- Architect Randy Figueiredo gave a presentation.
- Chair Burch opened public comments.
- Duane De Witt – The project does not provide enough housing; instead of garages, attached second dwelling units could be added.
- Chair Burch closed public comments.

The Board recommended that the applicant explore rooflines and materials for design cohesiveness and for maintenance considerations; consider using one style; revisit the accentuated verticality of some of the rooflines. Consider variation in size and number of bedrooms to offer smaller units for varied price points. Consider ground floor master bedrooms for some of the units. Provide generous-sized windows where possible. The C/D elevation is more successful than the others, for variation and massing. At next submittal, show a streetscape for a good view of the elevations.

DRAFT

Vice Chair Hedgpeth left the meeting.

6.3 CONCEPT DESIGN REVIEW – PORTFOLIO DEVELOPMENT PROPERTIES LLC – 3380 MENDOCINO AVE – FILE NO. DR17-065

BACKGROUND: The project proposes the construction of three single-story commercial buildings totaling 8,700 square feet of area on the undeveloped 86,656 square-foot project site. One building is proposed as a gas station/convenience store with 3,000 square feet of building area and a fuel canopy measuring 18.5 feet in height with dimensions of 38 feet by 116 feet. A second building measuring 2,200 square feet is proposed as a coffee retailer with an associated drive-thru, while the third building is proposed as a 3,500 square-foot, multi-tenant commercial retail building. The remainder of the site will be improved with on-site circulation, landscaping, and 53 parking spaces.

- City Planner Aaron Hollister introduced the project.
- Architect Tom Wilson gave a presentation.
- Owner Jeff Newstead gave a presentation.
- Chair Burch opened public comments.
- Chair Burch closed public comments.

The Board recommended attention to sound and visual impacts on the adjacent apartment building. Pedestrian linkages are important; highlight/show pedestrian circulation on the next submittal. If a car wash is added to the site, place it near the street to keep noise near the street, and add berms for visual and noise screening. Explore building orientation. Show a visual connection between the buildings. Reconsider the towers.

6.4 REPORT ITEM – ZONING CODE TEXT AMENDMENT REPORT – CITYWIDE - FILE NO. REZ17-013

BACKGROUND: The proposed Text Amendment would add Chapter 20-16, Resilient City Development Measures, to the Zoning Code to address housing needs and economic development within the City following the Tubbs and Nuns fires of October 2017. The Design Review Board will consider the proposed changes to the Design Review process. The amendment will be reviewed in its entirety by the Planning Commission on January 25, 2018.

Supervising Planner Jessica Jones – Staff recommends continuance to the February 1, 2018 Regular Meeting. A website will be published with a copy of the Draft Ordinance, and emails will be sent to the Design Review Board and Planning Commission. The Design Review Board will be asked to focus on the Design Review portion of the Ordinance.

DRAFT

7. BOARD MEMBER REPORTS - None

8. DEPARTMENT REPORTS

Supervising Planner Jessica Jones:

- Board Member email responses to staff.
- Introduction of new City Planners and Planning Consultants.
- Welcome Roseland Event – Saturday, January 20, 2018, noon to 4pm at the Roseland Village site.

9. ADJOURNMENT OF MEETING – Chair Burch adjourned the meeting at 5:08 p.m. to the next regularly scheduled meeting of February 1, 2018.

PREPARED BY:

Patti Pacheco Gregg, Recording Secretary

ATTEST:

Jessica Jones, Executive Secretary

APPROVED:

Michael Burch, Chair