

CITY OF SANTA ROSA
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
STAFF REPORT FOR DESIGN REVIEW BOARD
JUNE 21, 2018

PROJECT TITLE

Marlow Commons

ADDRESS/LOCATION

2199 Marlow Road, and
2039, 2041 & 2045 Guerneville Road

ASSESSOR'S PARCEL NUMBER

036-061-028, -064, -068 & -069

APPLICATION DATE

April 4, 2017

REQUESTED ENTITLEMENTS

Preliminary Design Review

PROJECT SITE ZONING

R-3-18 (Multi-family Residential)

PROJECT PLANNER

Susie Murray

APPLICANT

Dan Morgan

PROPERTY OWNER

Gregory Hall

FILE NUMBER

PRJ17-022

APPLICATION COMPLETION DATE

December 13, 2017

FURTHER ACTIONS REQUIRED

Tentative Map & Conditional Use Permit

GENERAL PLAN DESIGNATION

Medium Density Residential

RECOMMENDATION

Approval

Agenda Item # _____
For Design Review Board Meeting of: June 21, 2018

CITY OF SANTA ROSA
DESIGN REVIEW BOARD

TO: CHAIR BURCH AND MEMBERS OF THE BOARD

FROM: SUSIE MURRAY, CITY PLANNER
PLANNING AND ECONOMIC DEVELOPMENT

SUBJECT: MARLOW COMMONS

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Planning and Economic Development Department that the Design Review Board, by Resolution, grant Preliminary Design Review for Marlow Commons, a 64-unit multi-family residential project, proposed at 2199 Marlow Road, and 2039, 2041 & 2045 Guerneville Road.

EXECUTIVE SUMMARY

The Marlow Commons project (Project) is a proposal to subdivide a 4.84-acre area into 44 lots, and construct 64 attached residential units. Entitlement applications include a Tentative Map, and Conditional Use Permit (CUP) for a small lot subdivision, and Design Review for attached housing.

Preliminary Design Review is before the Design Review Board (DRB).

BACKGROUND

1. Project Description

The Project site is located northwest of the intersection of Marlow Road and Guerneville Road and will take access from both streets. The Project proposes to subdivide a 4.84-acre area, comprised of four existing parcels, into 44 individual lots and construct 64 attached single-family dwellings made up of 57 single-family residential lots and 20 duplex lots. Individual parcels will range in

size from 2,285 square feet to 6,114 square feet, and be constructed with six different floor plans.

The Project includes three common landscaped areas, identified as parcels A, B and C. Common space areas will be maintained by a Home Owner Association (HOA).

Two streets and associated improvements will provide circulation through the development. "A" Street is designed as a public street and will connect Marlow Road to Guerneville Road. "B" Street, located in the center of the development, is designed as a private street.

Entitlements include a Tentative Map to subdivide the property into 44 residential lots, a Conditional Use Permit for a small lot subdivision, and Design Review for attached housing.

2. Surrounding Land Uses

North: Low Density Residential (2-8 units per acre); currently developed with single-family residential units.

South: Medium Density Residential (8-18 units per acre), Retail and Business Services, and Retail/Medium Density Residential (8-18 units per acre); currently developed with single-family residential, a gas station, and a shopping center anchored by a grocery store.

East: Low Density Residential, Very Low Density Residential (0.2-2.0 units per acre), and Medium Density Residential; currently developed with single-family residential units.

West: Low Density Residential and Medium Density Residential; currently under developed with single-family residential units.

3. Existing Land Use – Project Site

The Project site is currently developed with four single-family residential units and several accessory structures, all of which will be demolished. The property is vegetated with a variety of trees, shrubs and grasses.

4. Project History

During the meetings of March 29, 2016, and April 5, 2016, the City Council introduced and adopted a Negative Declaration prepared for a General Plan Amendment and Rezoning of the Project site; approved a General Plan Amendment to designate the entirety of the subject site as Medium Density Residential, which allows development at a density of 8-18 units per acre; and

adopted an Ordinance to change the zoning to the R-3-18 (Multi-family Residential) zoning district for General Plan consistency.

On November 1, 2016, a Pre-application Meeting was held with City staff, which is designed to offer applicants an interdepartmental staff review of preliminary or conceptual design applications.

On March 15, 2017, a Neighborhood Meeting was held to introduce the proposed Project to surrounding neighbors. Public comments are summarized in the Public Comment section of this report.

On April 4, 2017, the initial project applications, including a Tentative Map and Design Review, were submitted, followed by the companion CUP application, which was submitted on December 13, 2017.

PRIOR CITY COUNCIL REVIEW

During a City Council meeting for a General Plan Amendment and Rezoning, held on March 29, 2016, the Council requested that Boards and Commissions reviewing future development projects at this site be made aware of the Council's comments, summarized below:

- The Project site is ideal for higher density/affordable housing given its proximity to public transit, schools and shopping; and
- The third story of structures placed adjacent to existing residential neighbors should be stepped back to protect privacy; and
- Future development should provide tree protection for trees on neighboring sites.

ANALYSIS

1. General Plan

The General Plan land use designation is Medium Density Residential, which allows residential development at densities ranging from 8-18 units per acre. General Plan goals and policies applicable to the Project include:

LAND USE AND LIVABILITY

- | | |
|---------|---|
| LUL-E | Promote livable neighborhoods. Ensure that everyday shopping is within walking distance of most residents. |
| LUL-F-3 | Maintain a balance of various housing types in each neighborhood and ensure that new development does not result in undue |

concentration of a single housing type in any one neighborhood. Downtown is excepted.

- LUL-A Foster a compact rather than a scattered development pattern to reduce travel, energy, land, and material consumption while promoting greenhouse gas emission reductions citywide.

HOUSING

- H-A Meet the housing needs of all Santa Rosa residents.
- H-A-5 Improve community acceptance of higher-density housing through community-based outreach, recognition of existing livable neighborhoods, and assurance of well-designed high-density projects.
- H-C Expand the supply of housing available to lower income households.
- H-C-11 Provide opportunities for higher density and affordable housing development on regional/arterial streets and for convenient access to transit.
- H-F-5 Utilize the design review checklist to expedite affordable housing developments through the Design Review process.
- H-G Develop energy efficient residential units.

TRANSPORTATION

- T-K-1 Link the various citywide pedestrian paths, including street sidewalks, downtown walkways, pedestrian areas in shopping centers and work complexes, park pathways, and other creekside and open space pathways.
- T-K-2 Allow the sharing or parallel development of pedestrian walkways with bicycle paths, where this can be safely done, to maximize the use of public right-of-way.
- T-L Develop a citywide system of designated bikeways that serves both experienced and casual bicyclists.

URBAN DESIGN

- UD-G-2 Locate higher density residential uses adjacent to transit facilities, shopping and employment centers, and link these areas with bicycle and pedestrian paths.

GROWTH MANAGEMENT

GM-B-4 Direct growth to areas where services and infrastructure can be provided efficiently.

Marlow Commons furthers the goals of the General Plan. The Medium Density Residential land use designation is intended for specific areas where higher density housing is appropriate. The Project proposes a variety of row-house floorplans, offering 64 attached dwelling units on 44 parcels.

The Project is within walking distance of a shopping center that is anchored by a grocery store. It is in an area of Santa Rosa where several land use designations converge in a cohesive way to blend very low density detached residential uses with higher density areas targeted for both detached and attached housing, all within walking distance of a commercial center, which provides a grocery store, dining, and a variety of other retail and commercial services. Public transit, schools and recreation areas are also within walking distance.

The site is physically suited for the increased density. Water service, sewer treatment and other utilities, and emergency services including Police and Fire are available. Project development will include both on- and off-site improvements for pedestrian, bicycle and vehicular circulation.

2. Zoning

The project site is within the R-3-18 (Multi-family Residential) zoning district. This zoning district is consistent with the General Plan land use designation and is applied to areas of the City appropriate for residential neighborhoods with medium and higher residential densities, to provide home rental and ownership opportunities, and to provide a full range of choices in housing types to improve access to affordable housing.

Zoning for surrounding properties:

North: RR-20 (Rural Residential) and PD (Planned Development – small lot residential) zoning districts.

South: R-1-6 (Single-family Residential) and CN (Neighborhood Commercial) zoning districts.

East: R-1-6, RR-20 and RR-40 (Rural Residential) zoning districts.

West: R-1-6 zoning district.

The following Zoning Code sections are applicable to the project:

Zoning Code Section 20-42.140, provides development standards for small lot subdivisions. Section 20-42.140(F)(8) allows flexibility of individual unit or project design alternatives if authorized by the review authority as part of Conditional Use Permit approval.

Building Height

While Table 2-5 of the Zoning Code allows a maximum allowable height for structures within the R-3-18 zoning district of 45 feet, small lot subdivisions are restricted to 35 feet unless otherwise approved through the Conditional Use Permit. As designed, the Project is made up of two-story units, and no unit exceeds 23 feet in height.

Setbacks & Private Open Space

Front: All structures are proposed behind the required ten-foot setback.

Side: The Code states, “except for attached single-family, rowhouse, or zero lot line units, the one-story portions of a proposed structure shall be set back a minimum of four feet from side property lines, and the two-story portions of a structure shall be set back a minimum of eight feet from side property lines.” On property lines where units are not attached, the project is designed with four-foot setbacks on both first and second levels, which will be considered by the Planning Commission as part of the CUP review process.

Rear: A minimum rear setback of 15 feet shall be required, except where a 10-foot setback is authorized by the review authority. All but two lots meet or exceed this requirement. The parcels along the western and northern boundaries have 20’ back yard setbacks, intended to preserve privacy for existing residential uses; most other lots provide the standard 15’ rear yard setback; and Lots 36 and 37 have 11-foot rear yard setbacks, which will be reviewed by the Planning Commission as part of the CUP process.

Private Open Space: The standard requirement for private open space on individual lots within a small lot subdivision is 400 square feet, of which no dimension should be less than 15 feet, unless otherwise approved through the CUP process. Lots 36 and 37 have 367 square feet and 423 square feet of open space, respectively, with dimensions less than 15 feet, which will be reviewed as part of the CUP. All other lots within the Project area comply with the standard.

Pursuant to Zoning Code Chapter 20-36, Table 3-4, the Project is required to provide 144 parking spaces (64 covered, and 80 uncovered). The project exceeds the parking requirements by providing 180 spaces (88 garage, 64 spaces and 28 on-street).

In an arborist evaluation, prepared by John C. Meserve, Horticultural Associates, dated February 15, 2017, 83 trees were identified on the site, of which 58 are proposed for removal. The preliminary planting plan shows 160 24-inch box replacement trees being installed, which exceeds the requirements of City Code Section 17-24.050, tree removal on properties proposed for development. The Project has also been conditioned to protect trees that may be affected by construction activities on neighboring properties.

Pursuant to Zoning Code 20-52.03, the Project requires Design Review. Due to the type and size of the development, the review authority is the DRB. This section of the Zoning Code also requires all land use entitlements be acted on prior to Final Design Review being granted. The Project Tentative Map and CUP are tentatively scheduled before the Commission on July 12, 2018. As such, the DRB may only grant Preliminary Design Review.

3. Design Guidelines

The Design Guidelines shown below are applicable to the Project:

Section 1.1 – Neighborhood Design

- I.A To promote the development of new “neighborhoods” that incorporate a variety of uses as opposed to subdivisions that feature single-family homes exclusively.

Section 3.2 – Multi-family Residential

- I.A To develop multiple-family housing that is compatible with existing surrounding homes and other structures and provides “superior design.”
- I.B To provide a quality living environment.
- I.E To provide developments with logical layouts that people can navigate through without confusion.
- I.F To enhance the public realm with attractive buildings and landscaping treatment along the City’s streetscape.
- II.A.1 Incorporate existing natural features such as trees, topography, creeks and riparian vegetation into the site plan. These and similar natural elements should be considered when developing a site plan. Every effort

should be made to preserve dominant elements, such as mature trees, for example. When trees must be removed mitigation may be required. See the Appendix for Chapter 17-24 of the City Code which governs tree removal and replacement issues.

- II.A.3 For the purposes of noise attenuation, early acoustical site planning is encouraged. State law and the General Plan regulate acceptable noise levels for both indoor and outdoor environments. Mitigate noise to stipulated levels. Use the structure of the home to shelter the private yards from noise. Use the building skin to reduce noise within homes to acceptable levels. The use of frontage roads with structures facing Transitional Streets and side-on treatment are all preferable to back-on treatment with walls or fences to block noise. Sound walls should be considered only after all other options have been exhausted.
- II.B.3 Integrate multiple-family projects with pedestrian and bicycle circulation systems that extends to neighborhood centers, along creek corridors and to adjacent neighborhoods and shopping districts.
- II.E.1 Orient dwellings and windows of frequently used rooms (living and dining rooms) to overlook common open space and child play areas.
- II.E.2 Locate parking areas such that the walk from parking to the dwellings is short and direct.
- II.H.1 Locate sidewalks so that they do not violate the privacy of dwellings. When proximity is unavoidable, provide a landscaped buffer.
- II.I.5 Along public street frontage, provide a planter between the curb and sidewalk that is planted with ground cover and street trees. In mixed use and urban settings, a contiguous sidewalk with tree wells may be used when on-street parking is adjacent to the sidewalk.
- II.J.1 Provide for parking in small lots reasonably close to the dwellings they serve and within sight of some of the dwellings. Provide required parking on-site.
- II.L.7 All site features including; trash enclosures, fencing, light fixtures, mailboxes, laundry and facilities utility screens, should be architecturally compatible with the main structures.
- III.A.1 Break up the mass of larger structures with articulation of the form, use of color and the use of multiple materials, including: horizontal wood, cement fiber and composite siding, vertical wood siding, stucco, wood shingles, real and cultured masonry.

III.A.4 Avoid dressing up fronts of building with higher quality materials and switching to less expensive siding material on the sides and back. Design all four sides of buildings.

III.B.1 Orient the main entrance of each unit, or the building to the street or to a common open area.

III.C.2 Avoid buildings with a massive appearance. Divide buildings into segments that break down the scale.

III.E.2 Locate garages or carports to minimize their impact from the public street. The main buildings should be the dominant visual statement along the public streetscape.

Section 4.3 - Infill Development

I.B To ensure that projects are designed in such a way as to reduce to a minimum possible negative consequence, such as loss of privacy, noise, increased traffic and lighting overspill that infill development may have on existing neighbors.

II.1 Integrate new development carefully into existing neighborhoods with respect to scale, level of detailing, use of materials, landscaping, and other characteristics of the neighborhood.

II.2 Where Santa Rosa's General Plan calls for a change or an intensification in land use, new development should consider the character of the surrounding neighborhood or district, particularly at the edges adjacent to existing development.

II.3 At edge conditions of infill, avoid placing structures and elements which adversely affect adjacent residents. For example, avoid placing the following directly adjacent to residences:

- a. trash enclosures, which are both smelly and noisy;
- b. large structures which block sunlight; and
- c. living spaces with second and third story windows that permit residents to look directly into neighbors' yards.

II.4 In addition to what is discussed in #3 above, design infill development at its edges to:

- a. approximate the scale and mass of adjacent existing residences;

- b. include buildings which are detailed and articulated on at least the side facing adjacent existing residences (and preferably on all four sides). Long blank back or side walls are undesirable; and
- c. avoid blocking significant views.

The Project site is surrounded by a mix of uses including a single-family uses/structures to the west, north and east, and a combination of residential and commercial uses to the south. The Project site is a unique shape and, pursuant to General Plan Policy LUL-F-2, has been designed at the mid-point density of 13 units per acre. As designed, 25 of 83 existing trees will be preserved.

The design of the buildings incorporates both cement plaster stucco and corrugated steel siding into the exterior of each structure, which wraps on all four sides, and is accented with aluminum windows and steel-framed garage doors with obscure glass panels.

The Project will provide six floorplans, all row-housing, briefly described below:

- Floor Plan 1 - Two duplexes (4 units), each with a three-bedroom residence and two-car tandem garage, and a separate one-bedroom residence above the garage. These units will be located on Lots 3, 4, 7, 8, 11, 12, 15, 16, 22, 23, 27, 28, 30, 31, 41 and 42.
- Floor Plan 2: Each duplex (2 units) consists of a three-bedroom residence and two-car tandem garage with a separate one-bedroom residence above the garage with an on driveway and on street parking space. These units will be located on Lots numbers 26, 29 and 38.
- Floor Plan 3: Each duet connects two row-houses, each with three bedrooms, and a two-car tandem garage, and are proposed on Lots 1, 2, 5, 6, 9, 10, 19 and 20.
- Floor Plan 4: Each duet connects two row-houses, each with three bedrooms and a two-car tandem garage. This floorplan is proposed on Lots 13, 14, 17, 18, 32, 33, 34, 35, 36, 37, 39, 40, 43 and 44.
- Floor Plan 5: Each duet is made up of two cottages, each with two bedrooms and a two-car garage. This floorplan is proposed on Lots 24 and 25.
- Floor Plan 6: This is a two-story duplex cottage with two units, each with two-bedrooms and covered parking, and is proposed on Lot 21.

Exterior materials are made up of stucco and corrugated metal siding. Windows and doors are metal, and the awnings shown over doors and windows are perforated steel on a tube steel frame. Roofs are flat and the building massing is generally boxy and orthogonal.

In consideration of the privacy for existing neighbors, all structures are two stories, with no elevation exceeding 23 feet. Site design also provided a 20-foot setback along shared property lines to the north and west, and will include the construction of an eight-foot, horizontal-board fence around the project periphery. Individual lots will be separated by a six-foot horizontal-board fence of similar design.

All but one unit will have 400 square feet of private open space. The complex also includes three common landscape parcels, which will be maintained by an HOA.

The Project will take access from both Guerneville Road and Marlow Road. As designed, each unit will have covered off-street parking, and access to adequate guest parking. As discussed in the Zoning Section of this report, the Project exceeds the required parking.

Development of the site will result in the loss of 58 trees of varied size and species. In compliance with the City's Tree Ordinance, the landscape plans exceed the required replacement trees. Large varieties, that will provide shade once established, have been selected for street trees.

The landscape design along Marlow Road includes a variety of low-water use plants mixed with boulders, intended to soften the visual massing of the eight-foot periphery fence, and provide a relatively low-maintenance, attractive streetscape.

4. Historic Preservation Review Standards

Not applicable.

5. Neighborhood Comments

Approximately 18 neighbors attended a Neighborhood Meeting held on March 15, 2017. The following list summarizes neighborhood concerns, followed by the staff response:

<u>Concern</u>	<u>Staff response</u>
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Parking	Pursuant to Zoning Code Table 3-4, the Project is required to provide 140 parking spaces. The Project exceeds that requirement with a total of 180 parking
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<u>Concern</u>	<u>Staff response</u>
	spaces.
Building height & privacy	All structures are two-story, and less than 23-feet tall. Properties along the north and west edges of the development have an increased 20-foot back yard setback to protect the privacy of existing neighbors.
Circulation	A traffic study, prepared by W-Trans, dated February 8, 2018, which is attached to this report, concluded
Circulation	that affected intersections will continue to operate at an acceptable level.
Trees	Several trees will be preserved, and trees on neighboring properties will be protected. The Project is required to comply with City Code Chapter 17-24, including tree protection, removal and replacement.
Fence height	The Project will provide an eight-foot tall fence along the periphery of the development, which will provide privacy for existing development and additional (not required) noise buffer along Marlow Road.

6. Public Improvements/On-Site Improvements

A comprehensive list of improvements can be found in the Development Advisory Committee Report, dated May 10, 2018, attached to the draft Tentative Map resolution. Listed below is a summary:

- Dedication and construction of Street A, which will be improved to Minor Street standards, with 35-foot radius curb returns at both Marlow Road and Guerneville Road
- Improvements along both Marlow Road and Guerneville Road
- Undergrounding existing utilities along Guerneville Road
- Inclusion of street trees inside and out of the subdivision
- Addition of a left-turn pocket from Marlow Road to Street A.

FISCAL IMPACT

Not applicable.

ENVIRONMENTAL IMPACT

The Project has been found in compliance with the California Environmental Quality Act (CEQA). Pursuant to CEQA Guidelines Section 15332, the Project qualifies for a categorical exemption as in-fill development.

- The Project is consistent with the General Plan land use designation of Medium Density Residential, which allows residential development at a density of 8-18 units per acre. The project also complies with the R-3-18 (Multi-family Residential) zoning district development standards, pursuant to Zoning Code Table 2-5, in that the requested entitlements include a CUP for a small lot subdivision.
- The Project occurs on a site that is less than five acres within City limits, and is substantially surrounded by urban uses.
- The Project site has no value as habitat for endangered, rare or threatened species. A Biological Resources Assessment, prepared by Ted P. Winfield, dated August 15, 2015, and a subsequent addendum to the report, also prepared by Ted P. Winfield, dated May 31, 2018, concluded that no wetlands are present on the site; there is no evidence of special status plant species; and there is no evidence of the California Tiger Salamander. The report did acknowledge potential impacts depending on the time of year, to bat, bird and raptor species, and the project has been conditioned to provide additional bat, bird and raptor pre-construction studies.
- Approval of the project would not result in any significant effects relating to traffic. A study conducted by W-Trans, dated February 8, 2018, found that the affected intersections are expected to continue operating acceptably with project traffic added, as shown below:

Study Intersection <i>Approach</i>	Future Conditions				Future plus Project			
	AM Peak		PM Peak		AM Peak		PM Peak	
	Delay	LOS	Delay	LOS	Delay	LOS	Delay	LOS
1. Marlow Rd/Crosspoint Ave	1.7	A	1.4	A	1.7	A	1.4	A
<i>Eastbound (Crosspoint Ave) Approach</i>	34.8	D	55.0	F	35.0	E	55.6	F
<i>Westbound (Crosspoint Ct) Approach</i>	19.8	C	48.9	E	19.9	C	49.2	E
2. Marlow Rd/Guerneville Rd	40.3	D	49.5	D	40.9	D	50.9	D
Notes: Delay is measured in average seconds per vehicle; LOS = Level of Service; Results for minor approaches to two-way stop-controlled intersections are indicated in <i>italics</i>								

- The project is required to comply with the City's Low Impact Development standards, which will treat stormwater runoff generated by a one-inch storm over a 24-hour period.

- An Environmental Noise Assessment, prepared by Illingworth & Rodkin, Inc., dated April 12, 2017, concluded that standard thermal insulating windows and weather sealed doors would be sufficient to keep interior noise at an acceptable level. The report assumed a six-foot fence along the Marlow Road and Guerneville Road frontages. The fence height has been raised to eight feet, and, pursuant to report recommendations, the homes fronting Marlow Road have been designed with a central air conditioning/heating system, which will ensure compliance with the Noise Ordinance (City Code Chapter 17-16).
- The Project site is located in a fully developed area. It can be adequately served by all required utilities and public services. City staff has reviewed the plans and conditioned the Project appropriately.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Pursuant to Zoning Code Chapter 20-66, all required public noticing was done, including the installation of three public hearing signs at the Project site, a mailed Notice of Public Hearing to property owners within 400 feet of the Project site, and a Notice of Public Hearing published in the Press Democrat.

ISSUES

There are no unresolved issues.

ATTACHMENTS

- Attachment 1: Disclosure Form
- Attachment 2: Location
- Attachment 3: Project Narrative, prepared by Jean Kapolchok, dated April 24, 2018
- Attachment 4: Project Plans (including Project Information, Vicinity Map, Architect's Site Plan, Floor Plans and Elevations, Neighborhood Context Map, Site Photos and Color Board, prepared by Hedgpeth Architects, dated May 7, 2018; Tentative Map, Tentative Map Site Development Plan, and Grading, Drainage and Utility Plan, prepared by Civil Design Consulting, Inc., dated April 24, 2018; and Preliminary Landscape Plan, prepared by Don McNair, dated March 25, 2018)
- Attachment 5: Noise Study, prepared by Illingworth & Rodkin, Inc., dated April 12, 2017
- Attachment 6: Traffic Study, prepared by W-Trans, dated February 8, 2018
- Attachment 7: Biological Resource Assessment, prepared by Ted P. Winfield, Ph.D., dated August 31, 2015, and subsequent memo, prepared by Ted P.

- Winfield, Ph.D., dated May 31, 2018
- Attachment 8: Climate Action Plan (CAP) Worksheet, prepared by J. Kapolchok and Associates, received May 31, 2018
- Attachment 9: Private Open Space Exhibit, prepared by Civil Design Consultants, dated April 24, 2018
- Attachment 10: Council Resolution Nos. 28761 & 28762, dated March 29, 2016, and Ordinance 4061, dated April 5, 2016
- Attachment 11: Public Correspondence (in response to the Neighborhood Meeting Notice)

Resolution: Preliminary Design Review

CONTACT

Susie Murray, City Planner
smurray@srcity.org
707-543-4348

RESOLUTION NUMBER 18-982

RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA GRANTING PRELIMINARY DESIGN REVIEW APPROVAL FOR MARLOW COMMONS, A 64-UNIT, ATTACHED RESIDENTIAL SUBDIVISION, LOCATED AT 2199 MARLOW ROAD AND 2039, 2041 & 2045 GUERNEVILLE ROAD, ACCESSOR'S PARCEL NOS. 036-061-028, -064, -068 AND -069; FILE NO. PRJ18-022

WHEREAS, on April 4, 2017, a Design Review application was submitted to Planning and Economic Development for Marlow Commons, a proposal to subdivide four existing parcels into a 44-parcel small lot subdivision, and construct 64 attached residential units and associated improvements. A companion Conditional Use Permit application was submitted on December 13, 2017; and

WHEREAS, on June 21, 2018, the Design Review Board of the City of Santa Rosa considered Preliminary Design Review for Marlow Commons; and

WHEREAS, the Design Review Board, at the same time considered written and oral reports of staff, testimony, and other evidence presented by all those who wished to be heard on the matter; and

WHEREAS, the Design Review Board, after due consideration of all evidence and reports offered for review, does find and determine the following:

1. The design and layout of the proposed development is of superior quality, and is consistent with the General Plan, and applicable specific plan, applicable Zoning Code standards and requirements, the City's Design Guidelines, architectural criteria for special areas, and other applicable City requirements (e.g., City policy statements and development plans). The site is located in an area designated by the General Plan Land Use Diagram as Medium Density Residential, which is intended for areas where higher density housing is appropriate. Pursuant to General Plan Policy LUL-F-2, the project is designed at a density of 13 units per acre (the midpoint of allowable density). The project site is within the R-3-18 (Multi-family Residential) zoning district, which is consistent with the General Plan land use designation. The project meets development standards pursuant to Zoning Code Section 20-42.140, which discusses small lot subdivisions. The project is consistent with the City's Design Guidelines being supported by several goals and policies applicable to new residential development; and
2. The design is appropriate for the use and location of the proposed development and achieves the goals, review criteria and findings for approval as set forth in the Framework of Design Review (Design Guidelines, Introduction, Subsection C) in that it provides site layout, landscaping, ecological protection, and circulation considerations appropriate for a residential development and has been determined by the Design Review Board to be of "Superior Design" by reflecting thoughtful considerations and responses to parameters outlined in the Framework of Design Review; and
3. The design and layout of the proposed housing development will not interfere with the use and enjoyment of neighboring existing or future developments in that the Project provides setbacks, circulation and design features compatible with the surrounding neighborhood including increased setbacks along shared property lines, reduced building height, and the inclusion of an eight-foot fence around the perimeter of the development site; and

4. The architectural design of the proposed residential development is compatible with the character of the surrounding neighborhood. In addition to the privacy-protecting measures listed in Finding No. 3 (above), the development is designed in compliance with Zoning Code Section 20-42.140, which specifies development standards for small lot subdivisions in terms of setbacks, building height, private open space and parking; and
5. The design of the proposed development will provide a desirable environment for its occupants, visiting public, and its neighbors through the appropriate use of materials, texture, and color, and would remain aesthetically appealing and be appropriately maintained; and
6. The proposed development will not be detrimental to the public health, safety, or welfare or materially injurious to the properties or improvements in the vicinity in that the entire project has been reviewed by City staff, outside agencies, and approval authorities and conditioned to minimize potential impacts; and
7. The proposed project has been reviewed in compliance with the California Environmental Quality Act (CEQA). Pursuant to CEQA Guidelines Section 15332, the Project qualifies for a categorical exemption as in-fill development.
 - The Project is consistent with the General Plan land use designation of Medium Density Residential, which allows residential development at a density of 8-18 units per acre. The project also complies with the R-3-18 (Multi-family Residential) zoning district development standards, pursuant to Zoning Code Section 20-42.140, which provides development standards for small lot subdivisions, in terms of structure height and setbacks, parking and private open space; and
 - The Project occurs on a site that is less than five acres within City limits, and is substantially surrounded by urban uses; and
 - The Project site has no value as habitat for endangered, rare or threatened species. A Biological Resources Assessment prepared by Ted P. Winfield, dated August 15, 2015, and a subsequent memo to the report, also prepared by Ted P. Winfield, dated May 31, 2018, concluded that no wetlands are present on the site; there is no evidence of special status plant species; and there is no evidence of the California Tiger Salamander. The report did acknowledge potential impacts depending on the time of year, to bat, bird and raptor species, and the project has been conditioned to provide additional bat, bird and raptor pre-construction studies.
 - Approval of the project would not result in any significant effects relating to traffic. A study conducted by W-Trans, dated February 8, 2018, found that the affected intersections are expected to continue operating acceptably with project traffic added; and
 - The project is required to comply with the City's Low Impact Development standards, which will treat stormwater runoff generated by a one-inch storm over a 24-hour period.

- An Environmental Noise Assessment, prepared by Illingworth & Rodkin, Inc., dated April 12, 2017, concluded that standard thermal insulating windows and weather sealed doors would be sufficient to keep interior noise at an acceptable level. The report assumed a six-foot fence along the Marlow Road and Guerneville Road frontages. The fence height has been raised to eight feet, and, pursuant to report recommendations, the homes fronting Marlow Road be equipped with a central air conditioning/heating system equipped with a “summer switch” which allows the fan to circulate air without furnace operation.
- The Project site is located in a fully developed area. It can be adequately served by all required utilities and public services. City staff has reviewed the plans and conditioned the Project appropriately.

NOW, THEREFORE, BE IT RESOLVED, the Design Review Board of the City of Santa Rosa does hereby grant Preliminary Design Review of Marlow Commons subject to each of the following conditions:

PLANNING & ECONOMIC DEVELOPMENT DEPARTMENT

GENERAL:

1. Compliance with all conditions as specified by the attached Exhibit "A" dated May 10, 2018, attached hereto and incorporated herein.
2. Incorporate sound-protection measures on properties along Marlow Road and Guerneville Road, as detailed in the project sound study, prepared by Illingworth & Rodkin, Inc., dated April 12, 2017.
3. Compliance with the latest adopted ordinances, resolutions, policies, and fees adopted by the City Council at the time of building permit review and approval. All fees must be paid prior to issuance of a building permit.
4. Should housing in-lieu fees be applicable, then this proposal shall be subject to the provisions of Ordinance No. 3526, (requirements for lower-income housing), as the same now exists or may be extended and as its provisions may be amended, revised, or re-enacted in the future.
5. The building materials, elevations, and appearance of this project, as presented for issuance of a building permit, shall be the same as that approved by the Design Review Board. Any future additions, expansions, remodeling, etc., will be subject to review and approval of the Planning Division.
6. All roof appurtenances, accessory equipment, and meters must be totally screened from public view by an architectural design consistent with the building architecture element approved by the Design Review Board or Planning Division.
7. Light sources shall be concealed from public view.
8. All lighting shall be directed toward the subject property and away from adjacent properties.
9. The mounting height of lighting fixtures in parking and storage areas shall not exceed 16-feet in height. Lower mounting heights are encouraged.

10. No exterior signs, banners, or the like are approved with this permit. A planning sign permit application is required for all signs.

11. NATURAL RESOURCES:

- A. Advisement. The applicant, its successors, heirs, assigns or transferees are advised in writing that this approval or permit prior to the start of any construction may be subject to certain other clearances, approvals, permits, or authorizations by state and/or federal agencies. The applicant shall acknowledge in writing receipt of the above advisement.
- B. Mitigation requirement. The City's approval or permit is valid only if the applicant, its successors, heirs, assigns or transferees, comply with the terms, conditions and mitigations set forth in any clearance, permit or approval except that any permit condition or mitigation that requires project redesign shall trigger a review by the City of Santa Rosa Director of Planning & Economic Development to determine if the project as redesigned is consistent with the original approval. A project that the City determines is not consistent with the City approval shall not be granted subsequent entitlements, such as approval of improvement plans and final maps, but excluding grading or building permits of any type. Such a project would have to be resubmitted to the City and reviewed by the City as a new project, including the submittal of a new application and fees.
- C. Power to stop work if violation occurs. Nothing in this approval shall prevent the City of Santa Rosa from exercising its power to stop work in instances where a violation of state or federal law is brought to the City's attention.
- D. No building or grading permit of any type shall be issued by the City until a required federal or state, as applicable, clearance or authorization, with or without conditions, has been filed with the City.

DESIGN REVIEW BOARD

- 12. Allow flexibility for Parcels 32-35 to allow for a change of unit type.
- 13. Final Design Review is delegated to staff.

DULY AND REGULARLY ADOPTED by the Design Review Board of the City of Santa Rosa on this 21st day of June 2018, by the following vote:

AYES: (4) Chair Burch; Board Members Briere, Goldschlag, Kincaid

NOES: (0)

ABSTAIN: (1) Vice Chair Hedgpeth

ABSENT: (2) Board Members Weigl, Zucco

Approved:


Michael Burch, Chair

Attest:


Bill Rose, Executive Secretary

DEVELOPMENT ADVISORY COMMITTEE
(May 10, 2018)

MARLOW COMMONS

The Marlow Commons project (Project) is a proposal to subdivide a 4.84-acre area into 44 lots, and construct 64 attached residential units. The individual parcels will range in size from 2,285 square feet to 6,114 square feet. Landscaped areas, identified as parcels A, B and C, will be maintained by a Home Owner Association (HOA). A Street will connect Marlow Road to Guerneville Road, and is a public street. B Street, located in the center of the development, is a private street. Entitlement applications include a Tentative Map, Conditional Use Permit for a small lot subdivision, and Design Review for attached housing.

LOCATION.....2199 Marlow Road, and
2039, 2041 & 2045 Guerneville Road

APNs.....036-061-028, -064, -068 & -069

GENERAL PLAN LAND USE.....Medium Density Residential
8-18 Units per acre

ZONE CLASSIFICATION

EXISTINGR-3-18 (Multi-family Residential)

PROPOSED.....R-3-18 (Multi-family Residential)

OWNER/APPLICANTDaniel Morgan

ADDRESS.....2658 Bridgeway, Suite 100
Sausalito, CA 94965

ENGINEER/SURVEYORCivil Design Consultants, Inc.

ADDRESS.....2200 Range Avenue, Suite 204
Santa Rosa, CA 95403

REPRESENTATIVE.....J. Kapolchok & Associates

ADDRESS.....843 Second Street
Santa Rosa, CA 95404

FILE NUMBER.....PRJ17-022

CASE PLANNERSusie Murray

PROJECT ENGINEER.....Larry Lackie

Background

During the meetings of March 29, 2016, and April 5, 2016, the City Council introduced and adopted a Negative Declaration; approved a General Plan Amendment to designate the entirety of the subject site as Medium Density Residential, which allows development at a density of 8-18 units per acre; and adopted an Ordinance to change the zoning to the R-3-18 (Multi-family Residential) zoning district, which is consistent with the land use designation.

On April 4, 2017, the initial project applications, including a Tentative Map and Design Review, were submitted, followed by the companion Conditional Use Permit (CUP) application, which was submitted on December 13, 2017.

Conditions of Approval

The following summary constitutes the recommended conditions of approval from City departments on the subject application/development based on plans stamped received May 7, 2018.

1. Developer's engineer shall obtain the current city Design and Construction Standards and the Community Development Department's Standard Conditions of Approval dated August 27, 2008, and comply with all requirements therein unless specifically waived or altered by written variance by the City Engineer.

Planning Conditions

2. The applicant has requested the following Growth Management Allotments:

RESERVE A"		64		
RESERVE "B"				
	2018	2019	2020	2021

3. Thirty days prior to the removal of any trees or structures, or commencement of construction activities, the developer shall consult with a qualified bat biologist, who is defined as a bat biologist and holds a California Department of Fish and Wildlife (CDFW) collection permit and a Memorandum of Understanding with CDFW allow the biologist to handle and collect bats. The bat biologist shall identify and supervise any necessary protective measures to avoid impacts to known bat habitat in preparation for construction activities.

4. If construction activities, including tree pruning, tree removal, ground disturbing activities, or construction activities commence between February 1 and August 31, a pre-construction survey of the open grassland areas and trees for nesting birds (migratory song birds and raptors) shall be performed not more than 30 days prior to the start of these activities. The pre-construction survey shall be conducted by a qualified avian biologist.
5. Marlow Road frontage shall be planted with a low-water use landscape, including large, native trees and decorative boulders, to break up the massing of the rear yard fences facing the road.
6. A tree inventory was included in a report, prepared by John C. Meserve, Horticultural Associates, dated February 25, 2017, identified 58 trees for removal. Prior to issuance of grading/building permits, the applicant shall provide an updated report which shows compliance with the City's Tree Ordinance, including protective measure for the trees that will be retained.
7. Compliance with City Graffiti Abatement Program Standards for Graffiti Removal (City Code 10-17.080).
8. A qualified archaeologist or tribal monitor shall be on-site to monitor initial ground disturbing activities.
9. Construct an eight-foot tall fence along the periphery of the project site.
10. Provide a current arborist evaluation of trees on neighboring properties that will be impacted by construction activities. The report must include a detailed list of protective measure to implemented during Project grading and construction activities. Protective measures shall be printed on all plans submitted for grading/building permits.
11. Plan sets submitted for grading/building permits shall clearly depict existing trees to be removed and protected.
12. The following note shall be printed under the heading of "General Notes" on all plan sets submitted for grading/building permits: Hours of operation shall be limited to 7:00 a.m. to 6:00 p.m. Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturdays. No noise generating construction activities shall occur on Sundays or holidays.
13. During periods of construction, a sign shall be installed that provides a contact name and number for all construction-related inquiries and/or complaints.
14. In the event the U.S. Postmaster requires gang mailboxes, they shall be located in the same general area as fire hydrants to maximize available street

parking.

15. Conditions, Covenants, and Restrictions (CC&R's) in a form approved by The Neighborhood Revitalization Program, shall be recorded on each lot. The CC&R's are intended to create a framework by which investor owner properties and common areas are managed and maintained. At a minimum, the CC&R's shall contain the following provisions:
 - a. Residential occupancy standards;
 - b. Maintenance and habitability requirements;
 - c. Prohibition of nuisances and offensive activities including: graffiti, illegal drugs, violent acts and criminal gang behavior;
 - d. Resident and guest parking system;
 - e. The HOA shall be responsible for regular maintenance of the gang mailbox area(s). The gang mailbox area(s) shall be kept litter free and maintained in good condition.
 - f. Garbage receptacles shall remain concealed from public view when stored.
 - g. Garbage receptacles shall not be placed for refuse pick-up earlier than one day prior to scheduled pick-up time, and shall be pulled in the same day the of the scheduled pick-up.
 - h. The HOA will provide regular maintenance for all landscaping parcels, including the Marlow Road street frontage along the entire length of the subdivision.
 - i. The HOA shall provide regular maintenance for all street trees.

Building Conditions

16. Provide a geotechnical investigation and soils report with the building permit application. The investigation shall include subsurface exploration and the report shall include grading
17. Obtain a building permit for the proposed project.

Engineering Development Services

PARCEL AND EASEMENT DEDICATION

18. Vehicular access rights shall be dedicated to the City along the Marlow Road frontage of the site except at the planned street entrances to the project and any emergency access points that may be required but do not appear on the present plan.
19. A Public Utility Easement containing a 5.5-foot sidewalk easement shall be granted over the full width of Parcel "A".
20. The formation of a HOA, responsible for ownership and maintenance of the common area and common site improvements, is required for Landscape Parcels A and B and Private Roadway Parcel C. The documents creating the Association and the Covenants, Conditions and Restrictions governing the Association shall be submitted to the City Attorney's Office and the Department of Community Development for review.
21. An Easement for General Roadway purposes shall be irrevocably offer to offsite Lands of Reese, Doc No. 2003-131303, and their successors over Parcel C for access to the Street "A" a Public Street. The easements shall be recorded as a separate document and Document Number noted on the Subdivision Improvement Plans and be shown on the recorded Final Subdivision Map in the Owners of Interest certificate.

PUBLIC STREET IMPROVEMENTS

22. Street "A" is to be dedicated and improved to the full width minor street standards together with a 13-foot Public Utility Easement containing a 5.5-foot sidewalk easement. Street improvements shall consist of roadway structural section for an 18-foot half width street section with parking and a 12-foot half width section without parking, curb gutter and 5-foot sidewalk behind a 6-foot planter on both sides of centerline.
23. Street "A" roadway section shall be designed to allow parking in selected areas. Transitions from parking sections to non-parking sections shall be accomplished using the City Standard 213 Parking Bay detail. A 2-stall parking bay shall be provided adjacent to Lot 21. Parking is to be provided along the westerly curb line of Street "A" starting at Lot 13 and ending 50 feet from the right of way line of Guerneville Road. Parking is to be provided along the easterly curb line adjacent to Lots 26,27 and Parcel "B".
24. Intersection of Street "A" and Marlow Road shall be through 35-foot radius curb returns with Caltrans Standard RS88A Case A curb ramps. Public Right of Way at the intersection shall be dedicated to the City for the curb

ramp plus 6 inches behind the sidewalk landing.

25. Intersection of Street "A" and Guerneville Road shall be through 35-foot radius curb return with Caltrans Standard RS88A Case G curb ramp for the easterly corner and 25-foot radius curb return with Caltrans standard R88A Case G curb ramp on the westerly corner. The width of the Street "A" leg of the intersection shall be reduced to 24 feet curb to curb and signed for no parking. The reduced street length shall extend from the Guerneville Road intersection a minimum of 30 feet to the beginning parking bay reverse curve transition. Public Right of Way at the intersection shall be dedicated to the City to include the curb ramp plus 0.5 feet behind sidewalk landing.
26. Intersection of Street "A" and Street "B" shall be through City Standard 250D, Curb Return Driveway with 20-foot curb radius. The curb line at the driveway location shall be parallel for the Street "A" road section with no parking. The curb returns on Street "A" for the driveway connection shall have a 5-foot minimum length of curb and gutter tangent between driveway curb return and the beginning of curve for the parking bay reverse curve transition.
27. Improvements to Marlow Road shall consist of the removal of existing driveway and approach and replacement with new street intersection 24-foot-wide curb to curb to City Standards with new curb returns at a 35-foot radius and Caltrans Standard RSP A88A curb ramps located at the intersection of Street A. Right of way shall be dedicated to the City to include the curb ramp and sidewalk landing behind the ramp plus 0.5 feet.
28. An Encroachment Permit must be obtained from Engineering Development Services of the Planning and Economic Development Department prior to beginning any work within the public Right-of-Way or for any work on utilities located within public easements.
29. Guerneville Road overhead utilities shall be placed underground with spare conduits for the High Voltage conductors that may remain overhead per City's Undergrounding Ordinance. Existing overhead utility services to adjacent offsite property "Lands of David A. and Gail Charp Trust" shall be placed underground with service relocated to Street "A", provided with riser pole at property line to maintain overhead service to residence. The existing Utility Pole on the Guerneville Road frontage is to be relocated to behind the new curb return and curb ramp at the intersection of Street A and Guerneville Road. All services coming off pole both onsite and offsite shall be placed to be underground. Existing underground utilities and street light services on Marlow Road and Guerneville Road shall be maintained, relocated, and modified as necessary in coordination with frontage improvements.
30. Street trees in planters that include BMP LID improvements shall have a

combination of structural fill to support roadway improvements with structural soil mix and drain rock to be placed in the planter strip adjacent to tree as recommended by the Project Arborist, Project Soils Engineer, and approved by City Engineer. Except as otherwise specified in planter strips located along the southern portion of Street A, street trees are to be chosen from the current Recreation & Parks Department Street Tree List or approved by Recreation and Parks for use in street plater strips.

31. An Expansion Index test shall be provided with the Soils Report for the Subdivision. Active soils with an Expansion index of 50 or more will require a moisture barrier constructed per City Standard 264 or as approved by the City Soils Lab.
32. A new City Standard 250A Curb Cut for 12-foot-wide driveway is to be constructed on Marlow Road. The centerline of the driveway is to be approximately midpoint between the intersection of Larry Drive and Street "A" and Crosspoint Avenue or as directed by the City Traffic Engineer. The driveway shall be restricted to right turn only with one-way directional arrow signage per CAMUTCD installed in the raised median opposite the driveway location. The Subdivision Improvement Plans shall note "DRIVEWAY CURB CUT IS TEMPORARY, AND SHALL REMOVED BY FUTURE DEVELOPMENT PROJECTS. ACCESS FOR FUTURE DEVELOPMENT INVOLVING 2299 MARLOW ROAD SHALL BE TAKEN FROM CROSSPOINT AVENUE."

TRAFFIC

33. A left turn pocket per Caltrans Standard 405.2A shall be constructed on Marlow Road for the Street "A" intersection entering to site shall be extended to provide a minimum 50-foot queue with 90-foot taper. The landscape median shall be modified as necessary and planting and irrigation system removed and replaced with decorative rock grouted in place in the queuing lane and in the taper area for the left turn pocket.
34. The access onto Guerneville Road shall be stop sign controlled with stop bar, signed for right turn only, and with "One Way" sign posted in median opposite intersection.
35. Decorative luminaire Street lighting shall be installed per City Standard 615D for Street Lights on the subdivisions interior streets. City Standard 611 cobra style street lights are to be installed along Guerneville Road using LEOTEK LED fixtures. Street light spacing, wattages, and locations will be determined during the improvement plan review process.
36. Electrical boxes for street lights and signals shall be provided with grounded vandal resistant inserts, McCain Tamper Resistant Inserts or City approved equal, in street light pull boxes at locations as directed by the City. Catalog

cuts shall be provided with the first plan check submittal for review and approval by the City Engineer. The street light improvement plans shall include the following note; "The contractor may use their own locks during construction for ease of access, however once the conductors in the pull box are live the contractor shall coordinate with the City Inspector to have the City lock installed. Electrical pull boxes in planter strips shall be provided with a two-foot concrete apron around box."

PRIVATE STREET/DRIVEWAY IMPROVEMENTS

37. Street "B" is to be a private street in Parcel "C" owned and maintained by the Home Owners Association and improved to City Standards. The street shall be improved to the City Minor street section 30 feet wide for 2-way traffic with parking on one side, curb gutter and 5-foot sidewalk behind a 6-foot planter with parking on one side. A full width easement for Public Utility, Public Water, and Public Sewer shall be granted to City over full length of Parcel "C".
38. The Hammerhead turnaround of Street "B" shall provide a City Standard 203 F Hammerhead turn around "T" with 20-foot inside radius curb returns with 24-foot-wide curb to curb roadway width. Intersection improvements shall provide for a Caltrans Standard RS 88A Case "A" curb ramps for bidirectional crossing of east west leg of hammerhead", and Caltrans Standard RS88A Case "E" curb ramps for directional crossing north south leg of hammerhead. Fire Department with curb marked and roadway signed per current Fire Department Standards as a "Fire Lane" in "T" portion of Street "B".
39. Center islands between driveway curb cuts shall be omitted when separation between curb cuts is less than 6 feet.
40. Private Street "B" shall be marked as "Fire Lane" with no parking.
41. Driveways curb cuts shall have a minimum 5-foot setback to fire hydrants and street lights.
42. Shared driveway curb cuts shall be provided with a physical or visual separation on the property line between driveways.
43. The common driveways shall be improved with the subdivision improvements to the garage pad locations.
44. The Common Parcels "A, B and C" together with Private Street "B" roadway and sidewalk improvements shall be owned and maintained by a Home Owners Association. the Association CC&R's shall be submitted to the City with the Improvement plans for review by the City Attorney to be recorded concurrently with the Final Map for the Subdivision.

45. The southerly end of Street "B" adjacent to the Lands of Reese, Doc no. 2003-13103 APN 036-061-067, shall be signed per City Standard 206 as a future private street extension with barricades and signed as "no parking".
46. There shall be displayed, in plain view at entrance to the Private Street "B" Parcel "C", a sign not less than 17 inches by 22 inches in size, with lettering not less than one inch in height, prohibiting public parking and indicating that vehicles will be removed at the owner's expense, and containing the telephone number of the local traffic law enforcement agency and the name and telephone number of each towing company that is a party to a written general towing authorization agreement with the owner or person in lawful possession of the property. Sign shall cite CVC 22658. The sign shall be installed behind the Public Utility Easement.

STORM DRAINAGE

47. The storm drain system in Parcel "C" shall be privately owned and maintained by the Homeowners Association. The curb inlets for the private storm drain pipe in Parcel "C" shall be connected to the public system through a public manhole located at the back of sidewalk in the street section of Parcel "C". The public manhole and pipe to the public curb inlet shall be contained in a Public Storm drain easement where outside of the Public Right of Way.
48. The developer's engineer shall comply with all requirements of the latest edition of the City Standard Urban Storm Water Mitigation Plan Guidelines. Final Public Improvement Plans shall incorporate all SUSMP Best Management Practices (BMP's) and shall be accompanied by a Final Storm Water Mitigation Plan which shall address the storm water quality and quantity. Final Public Improvement Plans shall be accompanied by a maintenance agreement or comparable document to assure continuous maintenance in perpetuity of the SUSMP BMP's, and shall include a maintenance schedule.
49. The new SUSMP Calculator contained in the current LID Manual shall be used and submitted with the Final SUSMP Report.
50. Perpetual maintenance of SUSMP Best Management Practices (BMP's) shall be the responsibility of one or more of the following:
 - a. The individual homeowners fronting or owning these BMP's. Individual owners shall be responsible for performing and documenting an annual inspection of the BMP's on their respective properties. The annual reports shall be retained by the private property owner for a period of the latest five years, and shall be made available to the City upon request.
 - b. A Homeowner's Association or Property Owners Association. If perpetual

maintenance of these BMP's is through a Homeowner's Association or Property Owner's Association, the documents creating the Association and the Covenants, Conditions and Restrictions governing the Association shall be submitted to the City Attorney's Office and the Department of Community Development for review.

- c. A special tax district for public BMP facilities.
 - d. An alternate means acceptable to the City of Santa Rosa.
51. After the SUSMP BMP improvements have been constructed, the developers Civil Engineer is to prepare and sign a written certification that they were constructed and installed as required or per the manufacturer's recommendation. Written certification of SUSMP BMP's is to be received by the City prior to acceptance of subdivision improvements.
 52. Any off-site storm water runoff shall be conveyed across the project site in a separate bypass storm drain system, or shall be fully treated. Collection points along the boundary of the project shall convey storm water to the bypass system to separate treated and untreated storm water. All storm water systems shall be sized to convey the storm water per Sonoma County Water Agency standards.
 53. Affected contributory drainage areas shall be subject to storm water treatment and or volume storage per LID requirements within BMPs and the BMP's shall be sized for the total contributory area, including on and offsite drainage areas. Revise the SUSMP exhibits to indicate an accurate square footage of contributory area and to show the same contributory drainage areas as shown on the grade plans. Verify the cross-lot drainage grade elevations or construct a grade break/barrier at the Property lines that prevents cross lot drainage.
 54. A drainage system shall be installed to handle rear lot drainage. Private drainage system shall be connected to the public system from private drainage structure at the property line through a minimum 15-inch diameter drain pipe through public right of way from a private drainage inlet at back of sidewalk to a public drainage structure. No Blind connections to the public system are allowed.
 55. All BMP's shall be shown on the civil construction plans and all dimensions and construction details shall be provided on the civil plans such that the BMPs can be replaced at a future date. Plans shall conform to the approved final SUSMP design report.
 56. A SUSMP "Declaration of Maintenance" document shall be recorded prior to subdivision acceptance and conformed copy shall be submitted for final inspection of the subdivision.

57. Where bio swales or BMP facilities are in landscape strips, other utilities such as solar panels, transformers, irrigation meters, meter boxes, cleanouts, fire hydrants, etc. shall be located without conflict with the swales/water infiltration or collection. Utility trench crossings of the BMP LID Bioswale shall extend the length of the bioswale by 5 feet for each occurrence. Locations of infrastructure shall be present on the plans and shall be reviewed during plan check.
58. The landscape and civil plans shall be updated to reflect the final BMP locations, shapes, sizes and construction dimensions to insure the BMP features are installed per the approved final SUSMP report. BMPs shall be preserved and not filled in with landscape material or removed.
59. The Civil Engineering plans shall show sufficient construction details and dimensions of each BMP device on the drawings so the BMP may be replaced in the future. Landscape plans and civil plans will be coordinated with the approved SUSMP report and show the BMP locations clearly to prevent them from being filled in with landscape materials.
60. The LID Manual Priority 2 Roadside Bioretention detail, P2-04 is to be used in the planter strip with city Standard curb gutter and sidewalk. The Field Drain High flow bypass and perforated pipe is to be omitted in favor of curb openings at the high point and the low end of the bioswale. The curb opening at the swale exit shall not be depressed and low point of swale graded to match gutter flow line in the street. The swale design shall be calculated to provide treatment for the 1.0 inch 24 four storm allowing for the 10-year design storm to reenter the curb and gutter. The perforated storm drain pipe and high flow bypass is not to be installed in the bioswale. The calculations for sizing the individual swales shall be provided in the Final SUSMP Report submitted to the City for review and approval with the Improvement Plans.
61. The bioswale design shall provide storm flow treatment through landscaping and volume capture through use of structural soil. Bioswale crossing property lines shall be covered by a mutual maintenance agreement between properties owners included in the Final SUSMP Report and agreement recorded on the title.
62. A concrete moisture barrier shall be constructed per City Standard 264 at all bioswale curb openings and extending 1 foot beyond the edges of the opening.
63. Interceptor trees shall be included in the landscape design for the bioswale in the planter strip. Interceptor trees shall be selected from the recommended tree list in the SUSMP Appendix as approved on the Recreation & Parks Department Street Tree List for use in 6-foot planter.

GRADING

64. Grading for the Lots shall match existing grades at property line. All drainage swales shall be graded with minimum 1-foot setback from top of swale to fence line.
65. 2 copies of the Phase 1 Environmental Site Assessment are required with the submittal of the first plan check. 1 copy is to be submitted directly to the Fire Department, 2373 Circadian Way, and review fee paid, a copy of the receipt shall be submitted with the remaining copy to the Public Works, Engineering Development Services Department, Room 5 City Hall. Grading, demolition or construction permits shall not be issued until the Fire Department has reviewed and cleared the Phase 1 Study.
66. Obtain a demolition permit for all structures to be removed. An Air Quality District J# is required to be submitted with the demolition permit application. The demolition permit must be finalized prior to final map recordation.
67. Existing septic systems shall be removed under supervision of project Soils Engineer. Obtain Permits from the Sonoma County Permit and Resources Management Department. Septic systems shall be shown on the subdivision improvement plans as being removed.
68. Existing wells shall be removed with permits from the Sonoma County Permit and Resource Management Department. Any wells designated to remain must meet City and County Codes. Obtain a City building permit if an existing structure is being converted from a connection to the well to the public water system.
69. Lot to Lot drainage shall be in a piped system contained within a 10-foot Private Drainage Easement. No concentrated flows are allowed to cross over sidewalk all drainage is to be through City Standard sidewalk drains to the street.
70. Side yard drains are to be piped to a field inlet at back of sidewalk that discharges through a City Standard 406 sidewalk drain to the street. Back yard drainage shall not cross property lines, shall be contained on site and directed to public right of way and public

Water Department

71. Water laterals and meters shall be sized to meet domestic, irrigation and fire protection uses and double check back flow per City Standard 875 will be required on all water services.
72. Demand fees and meter sizes are to be determined based on use and area in

conjunction with review of building plans.

73. Submit the square footage of each lot to determine sewer and water demand fees. The lot sizes should be listed on the information sheet of the Final Map.
74. Backflow prevention devices shall be designed and installed in accordance with current City Standards, State Health Code Title 17, and as required by the Director of Utilities.
75. Provide meters per Section X of the Water System Design Standards.
76. Any existing water or sewer services that will not be used must be abandoned at the main per City Standards under an encroachment permit. The existing meter must be collected by the City Meter Shop. Contractor is to coordinate through the City's Encroachment Officer for water meter removal and pick up by the City.
77. Separate sewer laterals shall be installed for each lot.
78. Private mains shall be a minimum of 6" in diameter and public mains shall be a minimum of 8" in diameter. Connections between private and public sewer mains shall be at manholes. Public water mains must be sized to meet criteria per Section VII of the Water System Design Standards.
79. For purposes of leak detection and maintenance access, no reinforced concrete may be designed over publicly maintained water or sewer facilities. Unreinforced concrete will be allowed under special circumstances such as crosswalks. Water system valves must be located outside of the concrete area.
80. Fire hydrants shall be provided along street frontages. Placement shall be provided in accordance with Fire Department requirements to coincide with fire tactics and equipment, installed along both sides of divided streets and shall be identified via a reflectorized blue marker located in the center of the adjoining access drive or street. For specific fire hydrant locations and flow requirements see Section XII of the Water System Design Standards. Fire hydrant type and installation shall comply with City Water Standard 857.
81. Where bio swales are required, meter boxes, cleanouts, fire hydrants, etc. must be located without conflict with the swales. Locations of infrastructure will be reviewed during plan check.
82. Submit landscape and irrigation plans in conformance with the Water Efficient Landscape Ordinance adopted by the Santa Rosa City Council, Ordinance 4051, on October 27, 2015. Plans shall be submitted with the Building Permit application. Submit the following with the above-mentioned plans: Maximum Applied Water Allowance form, Hydrozone Table form, and Certificate of

Completion form.

Fire Department

83. Fire hydrants in this one- and two-family development shall be located so that maximum distance between hydrants is 500 ft path-of-travel. Required fire flow from each hydrant is 1500 gpm at 20 psi residual. A fire flow analysis shall be submitted for review and approval by Fire Department concurrent with first Engineering plan check.
84. Private Street 'B' is a required fire apparatus access road ("Fire Lane"). Engineering plans shall include signing or curb marking per current Fire Dept. standards to prevent obstruction of turn-around area.
85. Two copies of a Phase 1 Environmental Site Assessment shall be included with submittal of the first Engineering plan check. One copy is to be submitted directly to the Fire Department and review fee paid; a copy of the receipt shall be submitted with the remaining copy to the Engineering Department. Grading, demolition or construction permits shall not be issued until the Fire Department has reviewed and approved the Phase 1 study.
86. Site address signage per current Fire Department Standards shall be established and maintained during and after any combustible construction or intensification of site use. See SRFD Information Bulletin 015 for details.
87. All structures shall be protected with automatic fire sprinkler systems per CA Fire Code as adopted by City of Santa Rosa. Single-family residential structures may be protected with an automatic fire sprinkler system designed and installed per NFPA 13D. Covered parking areas and non-residential structures shall be protected per NFPA 13.
88. Traffic calming measures (speed bumps, humps, speed tables or undulations) are not approved as a part of this review. CA Fire Code 503.4.1 requires Fire Department approval of any traffic calming measures on required Fire Lanes.
89. Access roads and water supplies for fire protection shall be installed and made serviceable prior to delivery, storage or construction of any combustible materials.

Recreation and Parks Department

90. Street trees will be required and planted by the developer. Except as otherwise specified in previous conditions, selection will be made from the City's approved master plan list. Planting shall be done in accordance with the City's Standards and Specifications for Planting Parkway Trees. Tree planting

locations shall be marked by the Recreation and Parks Department, Tree Division personnel. Call 707-543-3422 for information.

91. Park acquisition and/or park development fees shall be paid at the time of building permit issuance, unless a later time is otherwise allowed by City Code. The amount shall be determined by the resolution in affect at the time.

The Development Advisory Committee is an administrative committee designed to inform the Planning Commission of technical aspects of various matters which the Commission is to consider. The report of the Committee in no way constitutes approval or denial of the item under decision. Final approval or denial rests with the Planning Commission and/or City Council and may or may not be subject to terms of this report.

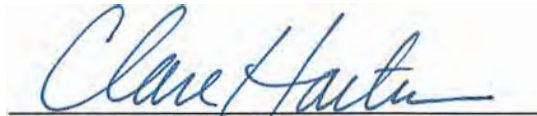
Recommendation

 X Approval with conditions as set forth in this report

 Continuance

 Denial – Reasons:

 Final action referred to the Planning Commissio



CLARE HARTMAN
Deputy Director – Planning
Planning and Economic Development



City of Santa Rosa

City Hall, Council Chamber
100 Santa Rosa Ave
Santa Rosa, CA 95404

Design Review Board Regular Meeting Minutes - Final

Thursday, June 21, 2018

4:30 PM

1. 4:30 PM CALL TO ORDER AND ROLL CALL (COUNCIL CHAMBER)

Chair Burch called the meeting to order at 4:30 pm.

Present 4 - Chair Michael Burch, Board Member Sabra Briere, Board Member Eric Goldschlag, and Board Member Scott Kincaid

Absent 3 - Vice Chair Warren Hedgpeth, Board Member Robert Weigl, and Board Member Kevin Zucco

2. APPROVAL OF MINUTES

Draft Minutes - May 3, 2018 Regular Meeting

Continued to the next regular meeting.

3. BOARD BUSINESS

Nothing to report.

4. PUBLIC COMMENT

No public comments.

5. STATEMENTS OF ABSTENTION

Vice Chair Hedgpeth abstained from Item No. 6.2, as his firm is the project Architect.

6. SCHEDULED ITEMS

Present 5 - Chair Michael Burch, Vice Chair Warren Hedgpeth, Board Member Sabra Briere, Board Member Eric Goldschlag, and Board Member Scott Kincaid

Absent 2 - Board Member Robert Weigl, and Board Member Kevin Zucco

- 6.1** PUBLIC HEARING - PRELIMINARY DESIGN REVIEW MAJOR -
MARLOW COMMONS - 2199 MARLOW RD AND 2039, 2041, & 2045
GUERNEVILLE RD - FILE NO. DR17-016
BACKGROUND: Marlow Commons is a proposal to subdivide a
4.84-acre area into 44 individual parcels, and develop a 64-unit

attached housing complex. The project involves a Tentative Map to subdivide the site, a Conditional Use Permit for a small lot subdivision, and a Design Review to construct 64 attached residential units.

Project Planner: Murray

City Planner Susie Murray gave the staff report.

Applicant Dan Morgan gave an introduction.

Applicant Representative Jean Kapolchok gave a presentation.

Ingrid Anderson of Hedgpeth Architects gave a presentation.

Chair Burch opened the public hearing at 5:19 pm.

Gary Marshalia spoke in support of the project.

Chair Burch closed the public hearing at 5:20pm.

Chair Burch recessed the meeting at 5:40 pm and reconvened the meeting at 5:48 pm.

A motion was made by Board Member Kincaid, seconded by Board Member Briere, to waive reading of the text and adopt as amended to allow flexibility for Parcels 32-35 and allow for a change of unit type; and that the Final Design Review be delegated to staff.

RESOLUTION NUMBER 18-982 ENTITLED: RESOLUTION OF THE DESIGN REVIEW BOARD OF THE CITY OF SANTA ROSA GRANTING PRELIMINARY DESIGN REVIEW APPROVAL FOR MARLOW COMMONS, A 64-UNIT, ATTACHED RESIDENTIAL SUBDIVISION, LOCATED AT 2199 MARLOW ROAD AND 2039, 2041 & 2045 GUERNEVILLE ROAD, ACCESSOR'S PARCEL NOS. 036-061-028, -064, -068 AND -069; FILE NO. PRJ18-022

The motion carried by the following vote:

Yes: 4 - Chair Burch, Board Member Briere, Board Member Goldschlag and Board Member Kincaid

Absent: 2 - Board Member Weigl and Board Member Zucco

Abstain: 1 - Vice Chair Hedgpeth

Vice Chair Hedgpeth joined the meeting at 5:48 pm.

6.2 STUDY SESSION - RESILIENT CITY DEVELOPMENT MEASURES

BACKGROUND: On May 22, 2018, the City Council adopted the ordinance (ORD-2018-012) adding Zoning Code Sections 20-16.060 through 20-16.110 to the newly adopted Chapter 20-16, Resilient City Development Measures. The new ordinance will become effective on June 22, 2018.

Project Planner: Rose

Supervising Planner Bill Rose gave the staff report. The Board discussed the Resilient City Development Measures and staff answered Board Members' questions.

7. BOARD MEMBER REPORTS

There were no reports.


8. DEPARTMENT REPORTS

There were no reports.

9. ADJOURNMENT

Chair Burch adjourned the meeting at 6:35 pm.

PREPARED BY:



Patti Pacheco Gregg, Recording Secretary

ATTEST:



Bill Rose, Executive Secretary

APPROVED:



Michael Burch, Chair