



THE CITY OF  
**NOVATO**  
CALIFORNIA

# Design Review Commission Meeting

Location: Novato City Hall, 901 Sherman Avenue

November 19, 2014

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[www.novato.org](http://www.novato.org)

Mayor  
Eric Lucan  
Mayor Pro Tem  
Jeanne MacLeamy  
Councilmembers  
Denise Athas  
Madeline Kellner  
Pat Eklund

City Manager  
Michael S. Frank

## MINUTES

**Present:** Joseph Farrell, Chair  
Beth Radovanovich, Vice Chair  
Patrick MacLeamy  
Michael Barber  
Steven Hall

**Absent:** Marshall Balfe

**Staff:** Hans Grunt, Senior Planner

### CALL TO ORDER / ROLL CALL:

The meeting was called to order. Chair Farrell, and Commissioners Barber, Hall, MacLeamy, and Radovanovich present. Balfe was absent.

### APPROVAL OF FINAL AGENDA:

The agenda was approved without changes. M/s MacLeamy/Radovanovich, Ayes: 5, Noes: 0, Absent: 1 (Balfe)

### PUBLIC COMMENT:

No public comment.

### CONSENT CALENDAR:

1. APPROVAL OF DRC MINUTES OF AUGUST 20, 2014  
(MB,JF,PM,TT)
2. APPROVAL OF DRC MINUTES OF SEPTEMBER 17, 2014  
(TT,BR,JF)
3. APPROVAL OF DRC MINUTES OF NOVEMBER 5, 2014  
(MB, MB, JF,PM)

The Consent Calendar was approved without changes. M/s MacLeamy/Barber, Ayes: 5, Noes: 0, Absent: 1 (Balfe).

## **PUBLIC HEARING**

**CONTINUED ITEMS:** None

## **NEW ITEMS:**

### **4. DISCUSS THE COMMUNITY IDENTITY CHAPTER OF THE GENERAL PLAN (BB/ED)**

Planning Manager Dunn gave a brief presentation of the Community Identity Chapter of the General Plan.

Staff received comments from three Commissioners and discussed these comments with the Design Review Commission:

- 1) Policy 3, Variety in Design: Discourage sameness and repetitive designs;
- 2) Program 3.1, Consider revising the Zoning Ordinance to include the following guidelines:
  - a) discourage new residential construction with identical or similar facades on opposing or adjacent lots; and
  - b) encourage varied roof styles, reversed building footprints, and changes in elevation for the same unit floor plan;
- 3) Policy 13, Lighting Design Guidelines: Amend the Zoning Ordinance to incorporate design guidelines for exterior lighting addressing issues such as security, appearance, and intensity. The guidelines shall provide the types of lights and lighting to be used in various types of development so that new projects mitigate impacts on open space or other valuable City views to the extent feasible; and
- 4) Policy 25, Architectural and Landscape Design: Require attractive architectural and landscape design for all new developments as well as for expansion to existing uses, consistent with Downtown Specific Plan guidelines.

Commissioner MacLeamy felt that Policy 3, Program 3.1 and Policy 25 were too prescriptive, and that design guidelines should address contextual design and harmony with the natural environment as well as being authentic. Commissioner Barber indicated there should be a delicate balance, and Chair Farrell added that there needs to be the appropriate composition. Vice Chair Radovanovich echoed the statements made by Commissioner MacLeamy regarding harmony, and creating narrow language that is prescriptive. Planner Grunt added that the finish materials and design details are important as well.

The DRC stated it could endorse language that established design guidelines where architectural

design is rooted in setting and context with the surroundings, and is authentic, as opposed to establishing a specific architectural theme in order to create variety.

When discussing Policy 13, Lighting, Commissioner MacLeamy stated that specific criteria should be established for clarity and direction to applicants as well as staff. This criteria should address height/scale of lighting, illumination levels, light spillage, light pollution, light tone (hue), and safety. The DRC endorsed this approach as well.

Commissioners Barber and Farrell raised the issue of tree replacement and how this is applied to development proposals. Language about tree replacement is in the Zoning Ordinance and establishes a specific ratio of 3:1. As currently written, this language does not allow a reduction in the ratio for the installation of larger trees on site. Staff indicated it would look at the language in the Environment chapter section of the General Plan regarding tree replacement and review this with the language in the Zoning Ordinance.

**PROJECT DESIGN WORKSHOP:** None

**GENERAL BUSINESS:**

Director Brown gave a presentation and rough outline on issues to be discussed and the timeline regarding the upcoming workshop for the Northwest Quad area of Novato.

**ADJOURNMENT:** The meeting was adjourned at 8:45 p.m.