**DESIGN REVIEW COMMISSION (DRC) STAFF REPORT**

THE CITY OF NOVATO CALIFORNIA

922 Machin Ave
Novato, CA 94945
(415) 899-8900
FAX (415) 899-8213
*www.novato.org*

WORKSHOP
DATE: May 7, 2014

STAFF: Elizabeth Dunn, AICP, Planning Manager
(415) 493-4711; edunn@novato.org

Carla Violet, Contract Planner
(510) 251-8210; cviolet@up-partners.com

SUBJECT: **MULTI-FAMILY RESIDENTIAL PROJECT AT THE NORTHWEST CORNER OF MAIN GATE ROAD AND "C" STREET**
**P2013-040; DESIGN REVIEW**
**APN 157-980-05; MAIN GATE ROAD AND "C" STREET**

---

## REQUESTED ACTION

Conduct a public hearing and consider making a recommendation to the Novato Planning Commission regarding the site plan, massing/scale, and architectural theme proposed for the multi-family residential townhome project at the northwest corner of Main Gate Road and "C" Street.

## SITE DESCRIPTION

The project site is a 2.7-acre parcel (117,617 square feet) on the northwest corner of Main Gate Road and "C" Street. The project site has frontage along Main Gate Road on the south and frontage along "C" Street on the east. Immediately adjacent on the north is vacant Novato Unified School District property and immediately adjacent on the west is Lanham Village residential. Adjacent to the project site on the east side of "C" Street is North Bay Children's Center, Novato Charter School, and two vacant lots owned by Novato Unified School District.

The project site is currently vacant. The previous use on the project site was a gas station, and the site includes a vacant building and canopy area associated with the old gas station. There is currently fencing around the project site.

An aerial photo showing the existing site configuration is included as Attachment 1 for reference by the Design Review Commission.

## DESIGN REVIEW WORKSHOP

The Design Review Commission ("DRC") conducted four public workshops on this project on March 19, 2014, February 5, 2014, December 4, 2013, and October 2, 2013. An overview of each of each meeting is provided below.

*March 19, 2014*

At the March 19th DRC workshop, the Commission reviewed four site plan scenarios which incorporated comments and suggestions from the previous workshop. Two Hamilton residents also spoke and commented that the height of the proposed building was too high and that the future development needed to evoke the historical value of Hamilton Field. A brief summary of each site plan scenario presented at the meeting is below.

- Scheme A: the concept presented at the February 5th workshop. This site plan had substantial park space, included two access points on Main Gate Road which the DRC advised reducing to one at the February 5th workshop.

- Scheme B: a new concept that rotated the building on the west end of the site and connected the rear alley to the internal street to reduce the number of access points on Main Gate Road. Two carriage houses were added along Main Gate Road to screen garages visible from the street.

- Scheme C: a new concept that removed the internal street, created a single access point on Main Gate Road, and reduced the height of the buildings on both Main Gate Road and "C" Street to two stories.

- Scheme D: a new concept that removed the internal street, included the greatest amount of park space, and created a single access point on Main Gate Road. Scheme D was endorsed by both Staff and the project applicant as the best fit for the project site.

The Commission commented on all four site plans; however, their discussion focused on Scheme C, Scheme D, and the proposition of a new ring road concept with a perimeter wall. The following main points were discussed:

- Scheme C is advantageous because all buildings have equal access to the park; however, units with garages facing the park would need to be screened with a low wall.

- The row of double backed buildings in Scheme D remains an issue because it would be dark during most of the day. Furthermore, the two buildings on "C" Street do not have direct access to the park.

- Scheme D is a great compromise between opposing design objectives by incorporating buildings that face out towards the street and buildings that face in towards the park.

- The view into the park on Main Gate Road in Scheme D provides an ideal way of sharing the green space with the community.

- Units facing out towards a busy street in Scheme C and D will not be a pleasant space for residents to interact.

- A ring road concept with single loaded alleys, buildings facing inward, and a perimeter wall would offer a more private and safe environment for residents.

Ultimately, the DRC Commission remained undecided between approving Scheme D, approving

Scheme C with additional refinements, or further developing the ring road concept.

A copy of the minutes of the March 19, 2014, workshop is Attachment 2 for DRC reference.

*February 5, 2014*

This workshop was held to respond to comments received at the second workshop in December. The DRC reviewed the updated conceptual site plan, massing/scale, and architectural theme proposed for the multi-family residential townhome project. At the workshop, the DRC provided several recommendations for the site plan including connecting the rear alley to the internal ring road to create a single access point on Main Gate Road and adding a low wall on the western end of Main Gate Road to block the view of garages. In addition, the Commission advised a combination of two- and three-story buildings on Main Gate Road and "C" Street to let in more light and make the internal alley a more pleasant space for residents.

A copy of the minutes of the February 5, 2014, workshop is Attachment 3 for DRC reference.

*December 4, 2013*

This workshop was held to respond to comments received at the first workshop in October. The DRC reviewed the updated conceptual site plan proposed for the multi-family residential townhome project at the northwest corner of Main Gate Road and "C" Street. At the workshop, the DRC emphasized that showing variation in elevation would be crucial in the next set of plans to help mitigate concerns about height. DRC Commissioners also recommended removing a piece of the internal road and connecting the parklet to Hamilton Square to increase the amount of common open space. The Commission advised providing dimensions in the next set of plans because there was concern about the width of the internal alley appearing too tight for cars backing in and out of driveways. The workshop concluded with a comment to consider building an attractive wall around the development, similar to surrounding subdivisions.

A copy of the minutes of the December 4, 2013, workshop is Attachment 4 for DRC reference.

*October 2, 2013*

At the October 2nd DRC Workshop, the Commission reviewed a conceptual site plan that contemplated a multi-family residential townhome project with an internal street network and park space in the interior. The primary concerns of community members pertained to height, traffic, noise, drainage impacts, and leftover toxic substances at the site. Comments from the Commission pertained to hardscape requirements, a need for more park space, breaking up building height at Main Gate and "C" Streets, and creating a ring road to increase park space. Lastly, the Fire Marshall commented that the street and alley network needed to be adjusted for fire truck access.

A copy of the minutes of the October 2, 2013 workshop is Attachment 5 for DRC reference.

## REVISED PROJECT DESCRIPTION

Thompson Development, Inc. has revised Scheme D to incorporate comments and suggestions made by the DRC at the March 19, 2014 public workshop. In summary, the project changes include:

- rotating the two buildings in the center of the development to follow the curve around the park thereby creating more space between the row of double backed buildings
- decreasing park space from 29,010 square feet to 21,860 square feet
- adding more open space along Main Gate Road providing greater visibility of the park

The site plan modifications take into consideration comments provided by the DRC to widen the row of double backed buildings to allow more light and space into the area. The proposed project also includes more open space in the development along Main Gate Road which provides a buffer between the Mail Pavilion plaza area and the street.

## BACKGROUND

| | |
|---|---|
| Property Owner: | Hamilton Square, LLC |
| Assessor's Parcel No. | 157-980-05 |
| Project Area: | 2.7 acres |
| General Plan Designation: | Neighborhood Commercial (CN) |
| Existing Zoning: | Planned District (PD); Hamilton Army Airfield Reuse Plan |
| Existing Use: | Vacant, previous gas station |
| Adjacent Zoning/Uses: | North – Planned District (PD): Novato Unified School District, Vacant<br>South – Planned District (PD): Meadow Park Residential<br>East – Planned District (PD): Novato Unified School District, Charter School/Child Center<br>West – Planned District (PD): Lanham Village residential |

## HISTORY OF ENTITLEMENTS AT THIS SITE:

| | |
|---|---|
| August 14, 2007: | Mitigated Negative Declaration, Precise Development Plan, and Design Review approved for office condominium project |

## ENVIRONMENTAL ASSESSMENT

The proposed project is subject to environmental review pursuant to the California Environmental Quality Act (CEQA). A CEQA Initial Study will be prepared to determine the

appropriate level of environmental review required for the project. The project design recommended by the DRC will be analyzed in the Initial Study.

## REGULATORY OVERVIEW

In order to proceed with the project as proposed, the applicant will be requesting amendments to the General Plan and Hamilton Reuse Plan, and to amend the existing Master Plan and Precise Development Plan for the site. The project site has a current land use designation of Neighborhood Commercial (CN) in the Novato General Plan; however, a land use designation of Medium Density Multiple Family Residential (R10) is needed to accommodate the proposed project. The Hamilton Reuse Plan limits building heights to two stories in the Medium Density Multiple Family Residential land use designation. This would require the applicant to apply for an Amendment to the Reuse Plan to allow for up to three stories. Also, language in Planning Section 5 for the Exchange Triangle restricts building heights to 30 feet. The project sponsor will need to request an amendment to the Hamilton Reuse Plan to allow building heights greater than 30 feet.

The current zoning for the project site is PD, Planned District. In order allow a residential use at this location, the existing Master Plan and Precise Development Plan need to be amended. The Master Plan and Precise Development Plan approved in 2007 were for an office project. Amending the Precise Development Plan for the project site is needed to establish specific development standards for the proposed project, and to allow three-story buildings and a maximum height that exceeds 30 feet. These requests will be reviewed by the Planning Commission and a recommendation will be given to City Council. If these requests are approved, the DRC will be asked to review final architecture, including colors, materials, and a landscape plan.

## NEED FOR DESIGN REVIEW

The proposed project is proposed on a parcel zoned Planned District (PD). New development projects proposed on a PD zoned property must be reviewed through what is commonly referred to as the "planned district process." The planned district process typically involves the adoption of a master plan, which establishes permitted land uses and maximum development intensity (e.g., floor area ratio, density) consist with a given site's underlying general plan land use classification. This process also involves the adoption of a precise development plan, which establishes site and project specific development standards (e.g., setbacks, height limit). The City Council is the decision authority for master plan and precise development plan proposals.

Novato Municipal Code Sections 19.42.060E.2 and 19.42.060F.2 describe the design review process and role of the DRC with respect to the review of projects requiring a master plan and/or precise development plan. According to these sections of the Municipal Code, the DRC is tasked with first conducting a public workshop to consider a project site's physical constraints and the project's design, including site design, massing/scale, and landscaping. At the applicant's request, the initial DRC workshop may include a review of the project's proposed architecture. Once the public workshop has been conducted, the project then returns to the DRC for a subsequent public hearing at which the Commission may consider making a formal recommendation to the Planning Commission regarding the project's site design, massing/scale, architecture (if requested by the applicant), and landscaping.

The purpose of the DRC's early participation in the review of projects requiring a master plan and/or precise development plan is to advise the Planning Commission whether a proposed project presents a design that is appropriate for its given site and setting. The DRC's recommendation helps the Planning Commission consider the implications of adopting a particular master plan and/or precise development plan as it formulates its own recommendation to the City Council. A landscape plan is forthcoming and will be considered by the Planning Commission as part of their review of the final design details for this proposal.

## STAFF ANALYSIS

As mentioned earlier, the DRC conducted public workshops for the proposed project on March 19 and February 5, 2014, which included a review of the site plan, scale/massing, and architectural theme. In addition, the DRC conducted public workshops on December 4, 2013, and October 2, 2013, which included a review of the conceptual site plan. At this time, Thompson Development, Inc. is requesting the DRC conduct a public hearing and consider making a formal recommendation to the Planning Commission regarding the site plan, architectural theme, and massing.

The DRC's recommendation regarding the proposed project should be based on the findings of approval required for design review actions as specified in Novato Municipal Code Section 19.42.030.F. To assist the DRC in making its recommendation to the Planning Commission, the discussion below lists each design review finding and describes how the proposed the proposed project conforms thereto.

### Design Review Findings

***Design Review Finding No. 1: The design, layout, size, architectural features and general appearance of the proposed project is consistent with the general plan, and any applicable specific plan and with the development standards, design guidelines and all applicable provisions of this code, including this title and any approved master plan and precise development plan.***

*Novato General Plan*

Hamilton Square, LLC is proposing to develop a new proposed project. The project site has a current land use designation of Neighborhood Commercial (CN) in the Novato General Plan. In order to proceed with the proposed project as proposed, the applicant will have to apply for a General Plan Amendment.

The General Plan land use designation that would accommodate the proposed project would be Medium Density Multiple Family Residential (R10). The R10 land use permits a variety of residential uses, including multiple-family dwellings, two-family dwellings, detached or attached single-family dwellings, recreation, home occupations, community facilities, and other similar uses. The R10 land use designation has an allowable density range of 10.1 to 20.0 dwelling units per acre. As currently proposed, the proposed project is approximately 13 dwelling units per acre.

The 1996 Novato General Plan provides a framework of policies that were adopted to coordinate all major components of Novato's physical development over a 20-year period, including policies

to guide the design of new project proposals. These policies are used to determine whether a given project's design is consistent with the General Plan. A project is considered to be consistent with the General Plan where the given project is found to be in general agreement with applicable policies. A project need not be in exact agreement with an applicable policy to be considered consistent with the General Plan. The following design policies of the Novato General Plan are considered to be applicable to the proposed project:

> Housing Policy 3.2 Design that Fits into the Neighborhood Context. It is the City's intent that neighborhood identity and sense of community will be enhanced by designing all new housing to have a sensitive transition of scale and compatibility in form to the surrounding area.

Discussion: The proposed project is located in the Exchange Triangle Planning Area at Hamilton Field. This particular planning area is characterized by vacant parcels and sites that have been recently developed, including the North Bay Children's Center and Novato Charter School to the east of "C" Street. The parcel abutting the project site to the north is owned by the Novato Unified School District. To the south of the project site is Meadow Park, a master-planned community featuring 700 affordable units which include one- and two-story townhomes. To the west of the project site is the Lanham Village, a 154-unit townhome complex featuring two-story residential units and single-story carports. The project site is south of the Commissary Triangle Planning Area, which contains a mix of underdeveloped parcels and sites that have been recently developed, including the Next Key Center and a two-story, thirty-two room transitional housing facility. The proposed project is accessible from both Main Gate Road and "C" Street.

From a bulk and massing perspective, the proposed project's two-story building is reflective of the predominant pattern of development in the project area, which is characterized by two-story structures with single-story elements, including development at Meadow Park and Lanham Village. However, the proposed three-story buildings would be noticeably higher than the surrounding development. Recognizing this circumstance, the proposed project proposes placing the two-story building at the most visible corner of Main Gate Road and "C" Street. Moreover, the architectural concepts include massing broken at the eaves and upper story balconies to draw attention to variations in elevation and minimize the mass and bulk of the three-story buildings. These design features also add articulation to the buildings and minimize what otherwise could be a flat and linear building elevation.

Overall, the site plan, building orientation, massing, and front stoops along the sidewalks create a presence and sense of activity at the street edge that would: a) contribute to the feeling of a neighborhood identity along Main Gate Road and "C" Street; and b) create an appealing streetscape. Given these observations and those above, the project is considered to have a form and transition of scale that is compatible with existing development consistent with Housing Policy 3.2.

> Housing Policy 3.3 Housing Design Principles. The intent in the design of new housing is to provide stable, safe, and attractive neighborhoods through high quality architecture, site planning, and amenities that address the following principles:
>
> a. Reduce the Perception of Building Bulk. In multi-unit buildings, require designs that break up the perceived bulk and minimize the

apparent height and size of new buildings, including the use of upper story stepbacks and landscaping. Application of exterior finish materials and trim, and windows and doors, for example, are important elements of building design and an indicator of overall building quality.

b. Recognize Existing Street Patterns. Incorporate transitions in height and setbacks from adjacent properties to respect adjacent development character and privacy. Design new housing so that it relates to the existing street pattern and creates a sense of neighborliness with surrounding buildings.

c. Enhance the "Sense of Place" by Incorporating Focal Areas. Design new housing around natural and/or designed focal points, emphasized through direct pedestrian/pathway connections.

d. Minimize the Visual Impact of Parking and Garages. Discourage home designs in which garages dominate the public facade of the home (e.g., encourage driveways and garages to be located to the side or rear of buildings, or recessed, or along rear alleyways or below the building in some higher density developments).

Discussion: The proposed project includes various design elements consistent with the design principles of Housing Policy 3.3, including:

- a two-story building oriented towards the street with varying setbacks at the project site's frontage with Main Gate Road and "C" Street, which creates an appropriate transition of scale and bulk from the street to the rear of the project site where there are three-story buildings;

- two, three-story buildings that drop down to two-stories along the internal alley parallel to "C" Street to allow more light into the development and provide a more pleasant pedestrian experience;

- a stand-alone Mail Pavilion at the Main Gate Road entrance to the project site with a two-story building on its right and a three-story building to its left. This variation creates a focal point and helps reduce the apparent height of the proposed three-story building elements;

- fully articulated elevations featuring various forms of massing broken at the eaves, including chimney elements, which reduce the building's perceived bulk and add architectural interest;

- an architectural design and finishes that are aesthetically appealing and reflective of the Spanish eclectic architecture found throughout Hamilton Field, as represented by Unity in Marin (600 Palm Drive), and the Coast Guard Spanish Housing; and

- tuck under parking for all units accessible by an internal and rear alley to minimize the visual impact of parking

*Community Identity Policy 1 Compatibility of Development with Surroundings. Ensure that new development is sensitive to the surrounding architecture, topography, landscaping, and to the character, scale, and ambiance of the surrounding neighborhood. Recognize that neighborhoods include community facilities needed by Novato residents as well as homes, and integrate facilities into neighborhoods.*

Discussion: See discussion for Housing Policies 3.2 and 3.3 above.

*Community Identity Policy 12 Parking Standards. Reduce the visibility of parking facilities and the amount of land necessary for them to the maximum extent feasible.*

Discussion: The proposed project's site plan recognizes the desirability of reducing views of parked vehicles. Therefore, the site plan includes tuck under parking for all units and 17 spaces of off-street parking along the rear alley around the development.

*Community Identity Policy 15 Pedestrian Paths. Provide for maximum feasible pedestrian circulation.*

Discussion: The proposed project will likely be required to provide frontage improvements along Main Gate Road. These improvements would consist of new curb, gutter, and sidewalk where none currently exist at this time. The proposed project also provides pedestrian paths around the common open space area which connect to pedestrian paths that lead to Main Gate Road to the south and "C" Street to the east. The pedestrian improvements contemplated by the proposed project are considered to be consistent with Community Identity Policy 15.

*Community Identity Policy 32 Public Art. Promote public art that enhances the cultural life of the community.*

Discussion: The proposed project will include a Mail Pavilion at the Main Gate entrance to provide a distinctive gateway and possible location for public art. An art element would also potentially be located in the park space area or on the corner of Main Gate Road and "C" Street.

*Novato Zoning Ordinance*

The proposed project is not subject to complying with the traditional site design and development standards of the Novato Zoning Ordinance. In this instance, the City's planned district process offers an applicant the flexibility to present a project that is designed in alternative manner or that relies on development standards unique to the project and its site. This flexibility is offered to PD zoned sites with the caveat that a project proposing alternative development standards must result in a development that is compatible with surrounding structures and be of superior quality to a project that might otherwise result from application of the traditional standards of the Zoning Ordinance.

As the plans are still conceptual, they do not currently indicate building setbacks. As more detailed plans are developed, setbacks will be provided in accordance with PD zoning requirements.

The proposed project's design has been found to comply with the traditional development standards of the Novato Zoning Ordinance that would normally apply to new residential developments, including providing ample outdoor space per unit, conforming parking, and perimeter landscaping.

Chapter 19.30.040 of the Zoning Ordinance specifies the number of parking spaces required for the project. The proposed project meets this standard as shown in Table 2 below:

**Table 2: Required Parking Spaces for Multi-Family Dwellings, Condominiums and Other Attached Dwellings**

| STANDARD | REQUIRED | HAMILTON SQUARE, LLC SCHEME D PROPOSAL |
|---|---|---|
| Residential Parking:*<br>2-bedroom unit: 2 spaces/unit<br>3-bedroom unit: 2.2 spaces/unit<br>4-bedroom unit: 2.2 spaces/unit<br><br>Guest Parking:<br>1 space/3 units<br><br>*At least one space per unit shall be covered in either a garage or carport | Residential Parking:<br>3 2-bedroom units = 6 spaces<br>18 3-bedrooms = 40 spaces<br>10 4-bedrooms = 22 spaces<br><br>Guest Parking:<br>31 units = 10 guest spaces | Onsite:<br>62 spaces (covered, in garages)<br>17 spaces (along rear alley) |
| **COMPARISON** | Total Required: 78 spaces<br>*31 of the spaces required to be covered | Total Provided: 87 Spaces<br>*62 of the spaces are covered spaces<br>*Additional 8 spaces provided along C Street. |

Section 19.30 of the Zoning Ordinance specifies standards for location of parking areas and access to parking areas/spaces. Section 19.28 of the Zoning Ordinance specifies standards for landscaping and Section 19.21 of specifies standards for the art program.

Section 19.34.124 of the Zoning Ordinance specifies standards for open space in multi-family residential projects. While the project site will remain PD, the density of the proposed project falls within the R10 designation. The required open space for multi-family projects within an R10 district is a minimum of 300 to 500 square feet of open space area per unit, depending upon the which R10 designation is used as the template for the development standards for this proposal. The R10 zoning designation requires at least half of the open space to be available to and private for the occupants of each dwelling unit, while the remainder may be combined in common areas available to other residents of the proposed project. The proposed project includes open space in the common park area, Mail Pavilion, front yard areas, and balconies. As proposed, the project will satisfy the minimum of 300 square feet of open space area per unit requirement where at least half is available to and private for the occupants of each dwelling unit.

Section 19.30.070 specifies parking area landscaping standards. The proposed project includes off-street, open parking along the rear alley. This alley would include landscaping, with trees, and sidewalks to accommodate pedestrian circulation.

Staff and the project applicant would welcome comments from the DRC on potential landscaping schemes, and potential public art themes as discussed in the project description above.

*Hamilton Army Airfield Reuse Plan*

The Hamilton Army Airfield Reuse Plan (Reuse Plan) was adopted by the City of Novato in October 1995 and serves as the master plan for a large portion of the former Hamilton Army Airfield. The Reuse Plan contains policies that describe the type, location, and intensity of new development, as well as policy guidance addressing the design of new residential and non-residential buildings. These policies should be used by the DRC to consider whether the proposed project is consistent with the Reuse Plan.

The project site has a current land use designation of Neighborhood Commercial (CN) in the Reuse Plan, which is consistent with the General Plan land use designation. In order to proceed with the proposed project as proposed, the applicant needs to apply for three amendments to the Reuse Plan: 1) change the land use from Neighborhood Commercial to Medium Density Multiple Family Residential; 2) allow more than two stories in the Medium Density Multiple Family Residential land use designation; and 3) allow building heights greater than 30 feet for the Exchange Triangle Area.

The land use amendments will be presented to the Planning Commission and City Council, accompanied by the DRC's recommendation regarding the design of the proposed project. At this time, the DRC should focus its review and recommendation on the design related policies and guidelines that are applicable to the proposed project. The Reuse Plan defers to the precise development plan process to consider the particulars of project's proposed site plan in terms of setbacks, lot coverage, and so on.

The Reuse Plan contains a section providing an extensive set of design guidelines, which are presented as policies. A copy of Reuse Plan Section 8.0, *Design Guidelines,* is attached for DRC reference. This copy has been marked-up by Staff to identify design policies that are considered to be applicable to the proposed project. The DRC should note that in several instances the design guidelines reference the creation of uniform design and landscape plans to guide future development. While these more detailed uniform design and landscape plans have not been prepared, the design policies contained in Section 8.0 are quite specific and provide sufficient design guidance to ensure new development within the Reuse Plan area is of high quality and appropriate to Hamilton Field.

The proposed project has been designed in a manner that is consistent with the applicable design policies of Section 8.0 of the Hamilton Reuse Plan based on the following general observations:

- the project's site plan creates a logical arrangement of buildings and parking that emphasizes the focal point of the development at Main Gate Road and “C” Street and minimizes the visual impact of parking by including tuck under parking and off-street, open parking along the rear alley;

- the massing and architectural design of the buildings is reflective of the Spanish eclectic architectural style that creates Hamilton Field's distinct identity and character;

- the horizontal and vertical articulations of the conceptual elevations creates visual interest, is aesthetically appealing, and reduces the apparent mass and scale of the building;

- the roof design includes chimney elements that fully screen all roof-top mounted mechanical equipment;

- the site plan includes street tree plantings to create an attractive streetscape

*Precise Development Plan*

***Design Review Finding No. 2: The proposed project would maintain and enhance the community's character, provide for harmonious and orderly development, and create a desirable environment for the occupants, neighbors, and visiting public.***

Discussion: As discussed above, the proposed project is proposed in the Exchange Triangle Planning Area at Hamilton Field. This area is underdeveloped and is characterized by a former gas station, vacant buildings, and asphalt covered expanses. The current state of this area does not present an attractive environment, provide a positive neighborhood identity, or evoke a sense of community. Given these circumstances, the proposed project represents a significant opportunity to improve the character and appearance of the properties along Main Gate Road and "C" Street to the benefit of the residents at Lanham Village, the larger community at Hamilton Field, and future projects that may be contemplated in the Exchange Triangle Planning Area.

The proposed project, as designed, would provide for the harmonious and orderly development of the project site, as well as create a desirable environment for apartment residents and the neighbors at Lanham Village. Specific project features that create these positive benefits include:

- a site plan creating an appropriate arrangement of buildings, outdoor space, and parking, which recognizes the constraints of the project site and respects the existing residential development at Lanham Village;

- buildings oriented to the street along Main Gate Road and "C" Street to help activate the sidewalk edge, develop a sense of community, and begin to form neighborhood identity in the Exchange Triangle Planning Area;

- tuck under parking and off-street, open parking within the development which reduces the visibility of parked cars from Lanham Village;

- two- and three-story mass and scale that is sensitive to the proximity and scale of the residential units at Lanham Village and which is comparable to other buildings at Hamilton Field;

- end units with entries that wrap the corner to engage side streets;

- an appealing interpretation of the Spanish eclectic architectural style which defines the identity of Hamilton Field;

***Design Review Finding No. 3: The proposed development would not be detrimental to the public health, safety, or welfare; is not materially injurious to the properties or improvements in the vicinity; does not interfere with the use and enjoyment of neighboring existing or future developments and does not create potential traffic, pedestrian or bicycle hazards.***

Discussion: The proposed project is considered to better the public health, safety, and welfare by taking a site that is unattractive and improving it with a well-designed residential facility providing aesthetically pleasing architecture and landscaping. Similarly, the proposed project's orientation to Main Gate Road and "C" Street would place "eyes at the street," which commonly improves neighborhood safety and security by discouraging criminal activity.

The proposed project would be developed on its own site and involve improvements along Main Gate Road, including curb, gutter, and sidewalk improvements. These improvements are considered to enhance the use and enjoyment of the project, neighboring properties, and future development.

The proposed project has been designed to avoid potential traffic, pedestrian, or bicycle hazards by including:

- formal street improvements along the project's frontage on Main Gate Road and "C" Street, including a new sidewalk to improve pedestrian safety;

- buildings with front stoops to the sidewalk on Main Gate Road and "C" Street that promote a neighborhood feeling, which encourages interaction with neighbors and helps discourage speeding;

- tuck under parking within the development accessible through an internal and rear alley to avoid vehicular traffic, pedestrians, and bicyclists.

By incorporating both street oriented buildings and inward facing buildings, the proposed site plan encourages connections to residents within the development and the neighborhood as a whole.

## ALTERNATIVES

1. Recommend approval of the site plan, massing/scale, and architectural theme for the proposed project as designed.

2. Recommend approval of the site plan, massing/scale, and architectural theme for the proposed project with recommended revisions.

3. Do not recommend approval of the site plan, massing/scale, and architectural theme for the proposed project.

4. Continue the public hearing with direction to Staff and the applicant.

## RECOMMENDATION

Staff recommends the Design Review Commission forward a recommendation to approve the

site plan and architectural theme for the proposed project, as designed, to the Planning Commission.

## COMMISSION RECOMMENDATION AND FINDINGS

1. The Design Review Commission recommends approval of the site plan and architectural theme for the proposed project as presented on the plans prepared by Opticos Design, Inc., dated April 2, 2014, based on the findings below as more specifically discussed in the staff analysis section of this report above.

2. In accordance with Section 19.42.030.F. of the Novato Municipal Code and on the basis of the discussion in the staff analysis section of this report above, the Design Review Commission finds that:

    a. The design, layout, size, architectural features and general appearance of the proposed project is consistent with the general plan, and any applicable specific plan and with the development standards, design guidelines and all applicable provisions of this code, including this title and any approved master plan and precise development plan.

    b. The proposed project would maintain and enhance the community's character, provide for harmonious and orderly development, and create a desirable environment for the occupants, neighbors, and visiting public.

    c. The proposed project would not be detrimental to the public health, safety, or welfare; is not materially injurious to the properties or improvements in the vicinity; does not interfere with the use and enjoyment of neighboring existing or future developments and does not create potential traffic, pedestrian or bicycle hazards.

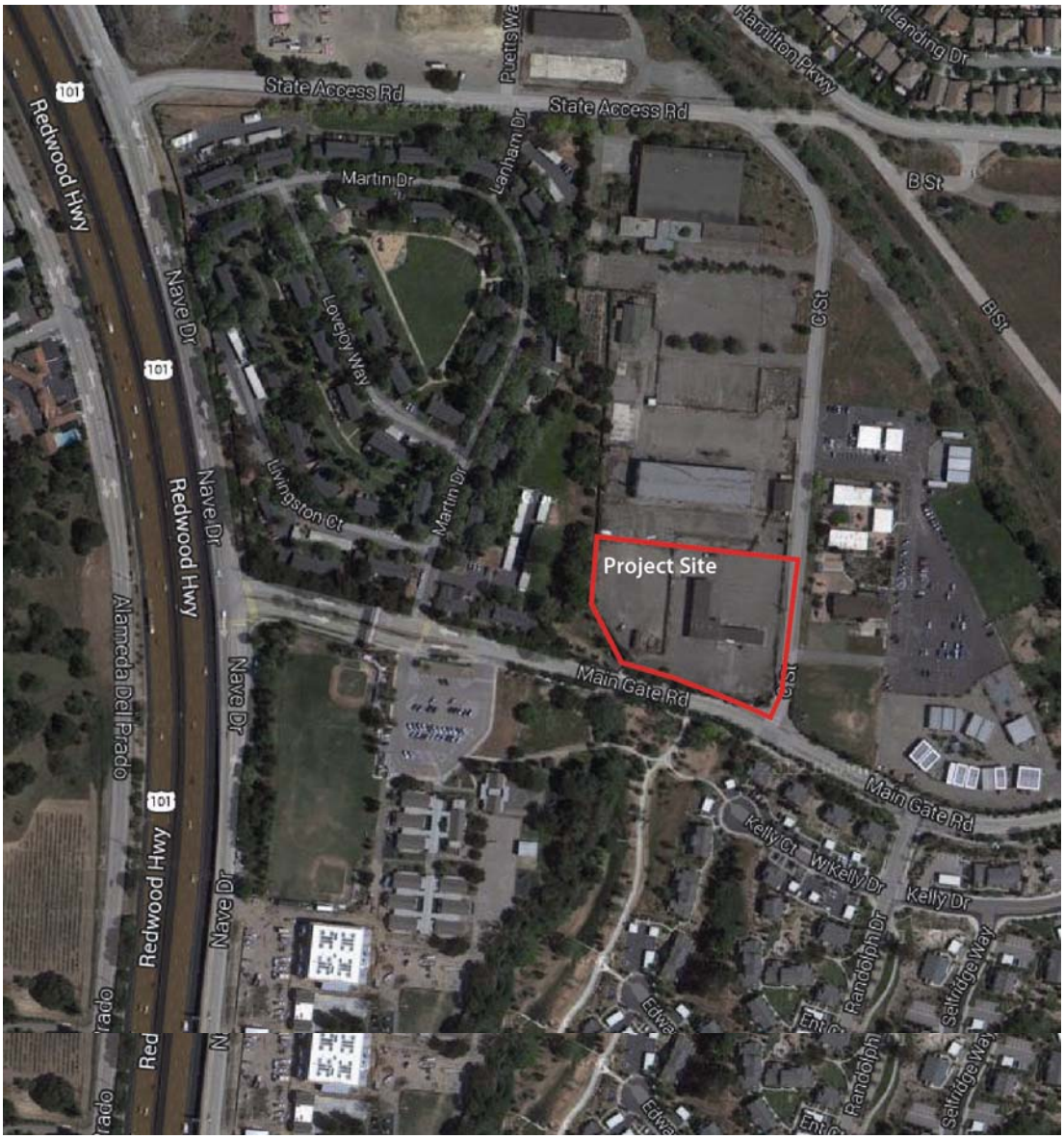
## FURTHER ACTION

The proposed project will be presented to the Planning Commission and City Council at future public hearings. If these requests are approved, the DRC will be asked to review final architecture, including colors, materials, and a landscape plan.

## ATTACHMENTS

1. Aerial Photo of Project Site and Vicinity
2. Design Review Commission Minutes, March 19, 2014
3. Design Review Commission Minutes, February 5, 2014
4. Design Review Commission Minutes, December 4, 2013
5. Design Review Commission Minutes, October 2, 2013
6. Section 8, Design Guidelines (with applicable policies marked) – 1995 Hamilton Army Airfield Reuse Plan
7. Revised Conceptual Plans Package – Opticos Design, Inc., April 2, 2014

## Attachment 1: Aerial Photo of Project Site



THE CITY OF
NOVATO
CALIFORNIA

922 Machin Ave
Novato, CA 94945
415/899-8900
FAX 415/899-8213
*www.novato.org*



# Design Review Commission Meeting

**Location: Novato City Hall, 901 Sherman Avenue**

**March 19, 2014**

**MINUTES**

**Present:** Michael Barber, Chair
Joseph Farrell, Vice Chair
Patrick MacLeamy
Beth Radovanovich
Tom Telfer

**Absent:** None

**Staff:** Elizabeth Dunn, Planning Manager
Alan Lazure, Principal Planner

**CALL TO ORDER / ROLL CALL:**

The meeting was called to order.

**APPROVAL OF FINAL AGENDA:**

The agenda was approved without changes.

**PUBLIC COMMENT:** None.

**CONSENT CALENDAR:**

**1. APPROVAL OF DRC MINUTES OF MARCH 5, 2014 (MB,JF,PM,TT,BR)**

M/s Telfer/MacLeamy (passed 4-0-1) Radovanovich abstain; to approve the March 5, 2014 meeting minutes.

**PUBLIC HEARINGS**

**CONTINUED ITEMS:** None

**NEW ITEMS:**

**2. HAMILTON SQUARE, LLC (ED)**
**P2013-040; DESIGN REVIEW**
**APN 157-980-05; MAIN GATE AND "C" STREETS**

**Conduct a Design Review Hearing to discuss the site plan for a proposal to use the former gas station site at Main Gate and "C" Streets for residential use.**

**CEQA Compliance: Pursuant to Section 15063, an environmental review will be prepared based upon the recommendation by the Design Review Commission on the site plan and conceptual architecture. This review will be brought to the Planning Commission for a recommendation and City Council for action.**

Applicant attendees: Rob Davidson, Thompson Development, Inc., John Miki and Melia West, Opticos, and Carla Violet, Urban Planning Partners.

Planner Dunn gave a staff presentation summarizing the history or the proposal. Rob Davdison provided a brief introduction and why Scheme D was being proposed. John Miki, of Opticos gave a presentation of the site plan, which included conceptual architecture and landscaping for the 31 unit townhome project.

John Miki indicated the following for Scheme D:

- More info provided in this site plan- privacy fence, low wall and dooryards
- Looked at elevation and made modifications
    - Included side elevation and massing steps down along alley
    - 3-story elevation concept- 2 story massing
    - Elevation specific to Scheme A (C Street elevation)
    - Low wall close to the street
    - Space for outdoor furniture
    - Highlighting entrance to Hamilton Square from C Street more
    - These elevations will be carried forward in all Schemes
- Reduce connections to Main Gate
- Maintain frontage along Main Gate
- Reduce garages facing Main Gate

**Scheme A - reviewed at prior DRC meeting**

**Scheme B - carriage house to screen garages**

- Reduced park space
- Reduced connections
- Unit count increased
- Maintained frontage along Main Gate

**Scheme C - What if new street was removed?**

- Moved buildings around- reconfigured to reduce access points
- The island unit sticks out
- Park isn't visible from either street
- Garages facing 2 sides of park
- Reduced connections to Main Gate
- Maintained frontage along Main Gate
- Mix of 2 and 3 story units along C Street
- Increased park area

**Scheme D - Good compromise**

- Reducing access points
- Park is still visible along Main Gate
- 2 story building on the corner
- No garages fronting onto park space
- Weakness
- C street frontage mostly 3 stories
- Summary table for easy reference

**Rob Davidson - Conclusion:**

- Decided this development will be a LEED certified project- still need to establish what levels
- One of first TOD's on the SMART line
- Rare site to allow Novato to put housing near the station
- Site is constrained, and has been studied extensively
- Opportunity to repurpose blighted gas station

**Commissioner MacLeamy:** How will you handle fire dept access?

**Rob Davidson:** In talking to Batallion Chief Bill Tyler, emergency access to the west side of 3-story units near mail pavilion would have to shrink down. Access would only be provided in an emergency. We would have to remove tree so that the fire dept could drive into park.

**Commissioner MacLeamy:** Have you talked with park service?

**Rob Davidson:** During CEQA process there would be a more thorough review for park service. Clarified that 3-story units have 2 story massing.

**Planner Dunn** confirmed final details for architecture will come back to DRC. It would be helpful for the DRC to approve Spanish style/theme now.

**Commissioner Barber:** So, the 2-story units would come down to 1-story and the 3-story units

would come down to 2-stories, but the majority of the development is 3-stories.

**Commissioner Telfer:** The elevations show much more complex details, but site plan is much more blocky. Are you assuming block forms on site plan will fit roofs? Or will roof stick out more?

**John Miki:** On 3-story buildings, there are protrusions that will fit into footprint of site plans. However 2nd story balconies will protrude more than what is shown on the site plan.

**Commissioner Telfer:** You are sure the details will fit onto site plan?

**John Miki:** Yes

Public Comments

**Joan Good-** I live in Hamilton and attended previous Forum. A number of residents expressed concern about 3-stories and felt it was too tall. The Hamilton Plan does not allow 3-stories so some kind of variance or special approval would be required. This site plan is an improvement from a few months ago. But residents will have to live with this. Increased traffic and huge footprint on a small lot.

**Planner Dunn:** There is a height limit of 30 feet and 2-story maximum in Hamilton Reuse Plan. The developer must ask for amendment in Hamilton Reuse Plan to exceed. The Council would have to grant that amendment.

**Elvera Berson** - I live in Hamilton. The site of this plan is especially critical because it is at the entrance of Main Gate at Hamilton. Prices of homes are going up which is good for taxpayers of Novato (paying home prices). Glad to see something is being planned for that area because it is absolutely awful. The apartment project is the only thing that is being considered. Lanham Village is right across from this site plan and is beautiful. This site needs to add to the entrance. As you think of Main Gate and the historical value of that entrance. Please do not accept three stories.

Commission Comments:

**Commissioner Farrell:** I commend the applicant- many meetings and opposing design objectives here. One objective- let's face inward and enjoy a nice green area. Second objective- let's face out. The applicant has done a good job at studying different objectives. Have to agree that Scheme D does a really good job at getting a nice green area that occupants of development can use and keeps it open to Main Gate so people know about it.

I like placement of Mail Pavilion - you get peekaboo effect. I know you have to get a certain number of units in here to work. The alley way of double backed row of buildings is not ideal, but standing in center of green and seeing all front doors and not garages is going to be great place for people to interact and kids to play.

Great job of finding a solution. 3-story units is ideal for being close to the SMART rail station. I'd much rather have 3 stories on C Street and have large park there. It's going to be fabulous. I really like how you have parking on alleys. Will only see park space and outdoor areas. I don't like seeing any garages facing the park as shown in other Schemes.

**Commissioner Telfer:** I concur with great advantages of Scheme D site plan. The other thing that will pull this off is handsome architectural work that is underway. Interesting buildings to fit this form.

**Commissioner MacLeamy:** I believe Scheme D is the best out of all 4 schemes, but I believe there is yet a better way to do this. Has to do with conundrum of eyes on the street. If I have my choice, I would not have a front door on C Street or Main Gate. Main Gate is smallish boulevard with quite a bit of traffic. I wouldn't want to be out on my front stoop. Beauty of Scheme D is the new street shown in Scheme C and B, is replaced by network of alleys. So impact of streetscape is reduced. Not a good idea to have units facing Main Gate Road. Units that face Main Gate (2 stories) and C Street do not have same access to green space. I do like the view into green space and enjoy the feeling, but I think we have disenfranchised units facing Main Gate and C Street based on idea that having house fronts facing streets is a good thing no matter what. It is a 2-lane boulevard and I find it's objectionable. This Scheme D has 31 units and 3 entrances to streets and that is a lot of ingress/egress points. I live in a place with 600 homes and there are only 2 points of access. This is a scale question. Are 31 units enough to have all these ingress/egress points? I won't be able to support this site plan the way it is. We could have two buildings facing outwards, face inward.

**Commissioner Radovanocich:** The things I objected to last time is units facing Main Gate and the internal alley which will be dark except for maybe an hour during the summer. It will feel like a tunnel. I appreciate how hard you all have worked. I'm really torn about this. I appreciate 2-stories on corner that is absolutely critical. Not sure how I feel about it on C Street. If I was a visitor coming here there is no entry point for. There is for pedestrians but not for visitors driving. I live in a unit that is 4 stories with an alley and I know what it feels like. We are fortunate to get good sun. I understand the conundrum. There is not the ah-ha moment yet.

**Commissioner Barber:** The architect could get one access point, but he'd have to stack them. We will get a lesser product if we reduce to one egress/ingress point. We talked about how that one central 2-story would be isolated in Scheme C. Now there are two buildings that are isolated in Scheme D. This is not a valid point. The alley way I've complained about from the beginning. Now buildings are closer to C Street. This area has become much more compressed now. I actually like Plan C quite a bit. I think garages could be solved architecturally that are facing the park. The only advantage to Scheme D is huge lawn area. Mail Pavilion is more central and if made larger, perfect gathering point for community to sit and watch their kids. I like Scheme C with 2 and 3-story buildings. Only drawback is garages which could be handled with screening. Actually not as bothered by front steps looking out. More concerned with alley way and tight space. No park space access for units on C Street. This plan has gone back to issues I didn't like from original plans. Would be nice to have real sketch of garage elevation to see if it really is an issue or not.

**John Miki:** We did bring photos of similar alleys. To meet Novato fire standards need 28-30 feet from garage door to garage door.

**Rob Davdison:** There is a philosophical issue here we won't be able to solve. Ring road was drawn up but we feel Scheme D is a better design. We have done similar developments in Petaluma and there aren't people hanging out in their front stoops. It's about aesthetics and making it feel like a community. It's just a place to put flowers, etc. Not sure how to solve this problem. The alley is a functional area not a beautiful area. It is a service area. People will still be going to the mail pavilion

regardless of what unit they are living in. We are not proposing the internal ring road, but we did study it. There's an issue about recommending but not supporting. The units facing the street provide activity on the street. I can see the mail pavilion as a place where people will congregate. I would like recommendations from the Design Review Commission to know how to move forward.

**Commissioner Telfer:** The concept of putting a wall around a piece of land and having a population to live within walls with tops peeking out and showing tops of homes is not a desirable feature. I'm not sure how anyone could compare this project to Pacheco Valle. Completely different community. Dominant look of single-family homes in America has garage in front with a front yard and backyard in back with privacy. They don't have access to large open space. Some people sit out front and some people don't. Overall this is a different kind of project that we need. It has a lot of great features. There will be different places on the site for different people. I think Scheme D makes a lot of sense and fits within the community. Will have school nearby with kids and trees all over. This is a strong project with a lot of good features. Site plan should be approved and I have confidence in the skill of the architect.

**Commissioner Farrell:** While I do see it is a nice sense of community to have units facing the street, there is discussion about how people won't be able to grill on their front yard. There will be the same issue for people facing park. They won't be grilling on front stoops necessarily. Obviously there is more traffic and noise for units facing street. I think we are giving applicant two opposing views about how to look onto the street. Scheme D does the best job of compromising between both views. There are units facing the street and others facing park. Will everyone be able to face lawn, no. But it does its best to address both issues. Let's give guidance rather than going back and forth.

**Commissioner Barber:** Main issue is garage facing street or not. Scheme C does everything except for garage facing square which could be screened. But Scheme D brings a lot more issues back. I could go both ways with units facing street or not. Kind of at a stall here.

**Rob Davidson:** I'd like to comment on C- this is a viable alternative. There are some positives about Scheme C- there are 2 stories along Main Gate and C Street. If this Committee feels this is a viable option, we could advance. Scheme C is second choice and Scheme D is first choice.

**Commissioner Radovanovich:** I object most to alley ways. It introduces a very urban feel to a suburban area. We can't have it all ways. Maybe C works. I could probably get over fronting of units on Main Gate. Scheme C feels more equal. Now all units have access to park.

**Commissioner MacLeamy:** The difficulty with Scheme D is a double loaded alley can be an oppressive place. Only during midday would there be light. Beauty of ring road is it a single loaded alley. North and the West of the site have single loaded alleys, room for landscaping, and privacy fence separating school property. Alleys can be elegant places if planned properly. Scheme D- has single loaded alleys except for on C Street. With Scheme C, 3 units facing street is less than ideal but at least there are single loaded alleys. Issue with Scheme C, instead of green facing all units, there are garage units. Going to see them on C Street and Main Gate. I think there is a way to do this with good design. There is an internal ring road and I am imagining a wall. Even with Scheme D, front doors facing Main Gate road, you need to have at least a low wall to provide some separation to front doors facing street. You could easily have a wall that obscures garage fronts and provide a peekaboo into green space with a little work. Those front doors facing the street are aesthetic tokens to put a good face on things. If you are in Northerly or Westerly units facing park, there is chance for private

patio space, separated by low wall or hedge. They are away from street and can watch kids more easily. That is community. There are other places more appropriate for activating street. Hamilton developments are single family streets with loops and we see garage fronts which is what we don't want. Half of Scheme D gets away from that and gives humanity back to housing and allow people to play. It relegates cars to alley way. We've twisted this scheme by trying to balance inward and outward facing units. I won't support Scheme C and D. If you have a wall you can still see over, can see tops of garages. The elevations show garages as white and they standout. A nicely landscaped wall can obscure ground clutter. Could integrate walls in certain places with gaps (through alley system).

What are options we have for tonight? We can approve, object, or continue. If we disapprove, Developer could appeal to PC. They would just go forward with negative approval.

I don't want this green to be compromised by garages. I do agree alleys aren't the best, but trying to split hairs by having units facing streets and large green. I'd like to see the site with a C like solution. I don't like dinky units in middle of development or garages facing inward. I agree if that's not going to move forward. Either applicant moves forward without a positive recommendation or can look at a ring road option.

**Commissioner Barber:** If you have a ring road, the park size will be reduced. Scheme D is not going to fly with enough people. Can we go with Scheme C and apply conditions and suggestions? Or really look at the ring road? That will be whole another plan. Could you make 2-story units on C Street? Can we move forward with Scheme C? Commissioners Telfer and MacLeamy - no.

**Commissioner Farrell:** Yes, but let's have all units face the green.

**Commissioner Barber:** But then that would reduce green space.

**Commissioner Farrell:** That's why I'm in favor of Scheme D - can see both.

**Planner Dunn:** If the Commission is going forward with Scheme C except with walls, this is something staff cannot support.

**Commissioner Farrell: Joe:** Make a motion to approve Scheme D. Commissioner Telfer seconded. Ayes: Farrell, Telfer. Noes: Barber, MacLeamy, Radovanovich. Motion fails.

**Commissioner Barber:** Make a motion to approve Scheme C (with conditions). Failed for lack of a second.

**Commissioner Radovanovich:** Every development in Hamilton has a wall around it. This is not a new concept. Let's see ring road concept.

**John Miki**: Low wall and privacy fence could soften edge. Everything facing park is 3 stories. Exterior is 2 stories. Park space is significantly smaller in this scenario.

**Commissioner MacLeamy:** This looks like Scheme A. This isn't a ring road. Still units outside of the road. On Scheme D, I like the window into the green – this is a wonderful thing to do. I'd work to keep that. I like that the internal circulation is an alleyway. Architecture is fine. It's this issue with

putting roads in middle of site and need roads to meet them. There is way to get it all. Still have eyes on the street in this scheme. Unless you change strategy with tuck under parking. Nothing will be a compromise because of outward facing units.

**Commissioner Farrell:** Only way to accomplish what you're looking for is U shape facing east onto C Street.

**Commissioner Barber:** Make a motion to approve Scheme C – that's going nowhere. Scheme C with refinements. Leaving garages as is with minor conditions. Failed for lack of a second.

**Commissioner Farrell:** Don't get any sense of green from Main Gate and garages are the 2 issues.

**Commissioner Barber:** No consensus on Scheme C. Do we want to see a refinement of ring road concept?

**John Miki:** We looked at an open U, but you lose 6 units because the road goes around. We could make units on C Street 2-stories on Scheme D.

**Commissioner Barber-** Not endorsing Scheme C & D. Not sure what objectives to give to developer except come back with another proposal. We don't have a clear winner yet. Difference of opinion makes it hard to know what direction. Come back with a refined ring road concept. Some potential on Scheme C.

**Commissioner Farrell:** Would like to see further development of ring road. But too many units to do this.

**Rob Davidson:** I need clarity on the philosophy for this – units facing inward or outward. I'd like to ask to continue this discuss, and will explore a combination of a ring road and Scheme D. We'll work on Scheme D and making alleys less narrow. Access points need to be at least 100 feet back from the intersection of Main Gate and "C" Streets. I don't want corner area without anything on it.

**Commissioner Radovanovich:** My first preference is a ring road. With improvements- Scheme C could be supported. Commissioner Barber feels same way about the alleyway.

**3. OMA VILLAGE (AL)**
**P2014-008;DESIGN REVIEW**
**APN 155-020-46; 5394 NAVE DRIVE**
**CEQA, EXISTING NEGATIVE DECLARATION**

**Conduct a hearing on the architecture, colors and materials, and landscape plans for a 14-unit two story apartment project.**

Applicant attendees – Deven Stephens, architect with KSDG; Zack Davis, landscape architect with SWA; Doug Elliot, project development advisor; Paul Fordham, Homeward Bound

Planner Lazure gave a staff presentation summarizing the analysis contained in the staff report.

The public hearing was opened and the applicant architect gave a Power Point presentation of the architectural and landscape design components of the project proposal to construct a 14 unit multi-family apartment development.

No members of the public came forward to address the Commission.

The Commission closed the public hearing.

The Commissioners made the following observations/recommendations (not conditions)to the applicant regarding the project:

- The trash enclosure area shown on the drawings at the Marin Valley frontage is preferable to the project entry area at the parking lot.
- Clad the carport posts and beams with wood trim for a nicer look or consider using steel posts for durability.
- The composite material proposed for the stairs and decks may not wear well.
- The horizontal railing cables may present a climbing hazard for children; may want to consider an alternative.
- Try to make the private decks larger and less narrow.
- Larger windows in some rooms would bring in more light.
- Consider larger awnings for a more substantial look.

M/s Radovanovich/Telfer (passed 5-0) to approve the project with the findings and subject to the conditions as recommended in the staff report, and a deletion and an additional condition subject to the review and approval by the Community Development Director, as follows:

1. Delete condition 3 of the staff report regarding the relocation of the trash enclosure.

2. Samples, of sufficient size to depict the proposed exterior materials and colors shall be painted either on the building or on a mock-up, to be reviewed individually by the Design Review Commissioners, so that they may determine color compatibility prior to applying the final colors to the building.

**NEW ITEMS**: None

**PROJECT DESIGN WORKSHOP:** None

**GENERAL BUSINESS:** None

**ADJOURNMENT**:

The meeting was adjourned at 10:20pm.

THE CITY OF
NOVATO
CALIFORNIA

922 Machin Ave
Novato, CA 94945
415/899-8900
FAX 415/899-8213
*www.novato.org*



# Design Review Commission Meeting

**Location: Novato City Hall, 901 Sherman Avenue**

**February 5, 2014**

**MINUTES**

**Present:** Michael Barber, Chair
Joseph Farrell, Vice Chair
Tom Telfer
Beth Radovanovich

**Absent:** Patrick MacLeamy

**Staff:** Elizabeth Dunn, Planning Manager
Alan Lazure, Principal Planner

**CALL TO ORDER / ROLL CALL:**

The meeting was called to order.

**APPROVAL OF FINAL AGENDA:**

The agenda was approved without changes.

**PUBLIC COMMENT:**

Eleanor Sluis: Spoke about late meeting time; not a lot of the public at the meeting; and the process for public input for the Bus Station project.

**CONSENT CALENDAR:**

1. **APPROVAL OF JOINT PC/DRC MINUTES OF NOVEMBER 20, 2013 (MB,JF,PM,BR,TT,XL)**

   M/s Barber/Radovanovich (passed 4-0-1) MacLeamy absent; to approve the November 20, 2013 meeting minutes with one revision.

**PUBLIC HEARINGS :** None

**CONTINUED ITEMS:**

**2. HAMILTON SQUARE, LLC (ED)**
**P2013-040; DESIGN REVIEW**
**APN 157-980-05; MAIN GATE AND "C" STREETS**

**Conduct a Design Review Hearing to discuss the site plan for a proposal to use the former gas station site at Main Gate and "C" Streets for residential use.**

**CEQA Compliance: Pursuant to Section 15063, an environmental review will be prepared based upon the recommendation by the Design Review Commission on the site plan and conceptual architecture. This review will be brought to the Planning Commission for a recommendation and City Council for action.**

SUMMARY OF PUBLIC COMMENT

No one from the Public spoke on this issue.

Staff Planner Dunn gave a summary of the proposal.

- The Commission has seen this project twice before: Oct and Dec of 2013
- Site plan has many similar features as the last one: a perimeter road, where buildings frame the site
- Interior road towards western end of site was removed and now park space has increased from 7,500 to 13,500 square feet
- At the December 4, 2013 workshop, Commissioner MacLeamy indicated there should be a ring road around the entire site, creating a large interior green space, with a perimeter wall around proposal, and buildings oriented towards the green space
- Theme is Spanish style architecture
- Staff requests recommendation of the proposed site plan and have the move project on to environmental review stage. The next step would be bringing the environmental review and project to the Planning Commission

Rob Davidson of Thompson Development, Inc. gave a brief presentation.

Site History
- Operated by Navy as a gas station until 1990s
- Purchased by Thompson Development, Inc. in 2005
- Entitled for 30K sf of office space in 2007

Revised Proposal
- Reduced unit count from 31 to 35
- Increased park size
- Reduced massing on building on Main Gate to 2 stories
- Removed parking along Main Gate Rd
- Angled buildings facing Lanham to try and deflect sound

- Reduced hardscape
- Engages Main Gate and C street to the street rather than having garage doors faces the streets

Conclusion

- The site is constrained and we think this is best solution
- Excited about opportunity to bring TOD housing to SMART line
- Had a meeting with Commissioner MacLeamy to discuss the project. Lanham Village and the Hamilton Forum are concerned about having garage doors face Main Gate and "C" Street and this proposal responds to their concerns with buildings facing the street.

Questions to the Applicant:

- Did you do outreach with community about buildings facing the street?
- What did the process with the Community determine?

Response of the Applicant:

- We never took the walled concept to the community- we didn't think the public would be excited about
- There were two public meetings - one with Lanham and another at the Hamilton Forum.
- Major concerns about height, addressed with articulation of architecture, hardscaping was another issue, working to have more water retention on site, density was another issue, initially 50 units, now smaller at 31 units. 2-story unit to top is 25 feet. 3-story unit is 30 ft, only exceeding by 4 feet.

SUMMARY OF COMMISSION COMMENTS:

**Telfer:** Main Gate Rd is a symbolic entrance to Hamilton and probably always will be. There will be more development and traffic going down that street. The concern is multiple access point to that busy street. There are two entrances into this development. Multiple access is not a good idea. Even with simple adjustment to dramatize single entrance. The North Bay Children's Center will eventually be built to be more interesting facility. Charter School is between the proposal and Main Gate. Enormous amount of traffic between dropping off children in morning and afternoon. The Novato Unified School District has a master plan that terminates the through traffic use of "C" Street. Lots of vehicular and pedestrian traffic. Much more development over time combined with traffic brings back to concerns with vehicular access to this development. I do agree with not having a walled community. Visually it is not conducive to public interest. Fact is that you have reduced concept of loop road to create gigantic space in middle. Not sure how important it is for units to open on to enormous space. It seems like a plan that makes sense. The architecture is very dramatic. Complexity of shapes is what makes it work. I don't think everything has to be 2 story building. We don't object to 3, so why should we object to interesting architecture that is a bit higher. Landscaping will come later. I think you have to have access off C Street but not reasonable to have 2 streets with access, so eliminate Main Gate access? That will help traffic flow.

**Farrell:** We have seen this several times. Last time Commissioner MacLeamy illustrated a U shape ring road. This has a great concept for residents to share a central green. However, it was definitely an inward focused theme that turned its back to the community. I see benefits to both site plan concepts and it's challenging for the architect. My gut tells me that I like MacLeamy's concepts but

this is the Main Gate Rd and people drive by all the time. You don't want to have cluster of walled communities that turn the back to the community. Vehicular road around units is necessary for people and fire dept access. You need to be able to get in and out. I like access to the central road to get in and out. Too congested if we lose corner access point on "C" Street. Creating the solution to the access points into the development is the important thing. I'm in agreement with how units on the corner face the street. This is a nice way of facing the community. Worry they don't have access to green. But not direct connection. I'm looking at conceptual elevations and they are dead on regarding what Hamilton is. Spanish architecture is really nice, few comments for now- formal entry on units are very subdued. Massing is done really nicely especially on 3 story with popping out of balconies and porches. One thing about the 2 story is end units are access by an exterior staircase. That will demand a lot more length to building and is not shown on site plan. Not sure if exterior staircase works.

**Barber:** I agree with most of what Commissioner Farrell said. Walled scenario enhances individual units but detrimental to community. Would rather have benefits to community. Would prefer this site plan and design scheme to a more walled off subdivision. The loop road allows getting required parking within the proposal.

Central unit and one facing C Street- alley always bugged me. You have two 3-story buildings and going to look at driveways in both directions. Not sure how you can deal with that. It won't be a pleasant space to be. Sounds like community was not happy with height. Could you bring in combination of 2 and 3 stories on Main Gate and C to bring in more light? Entry (2 way road) should somehow be emphasized a bit more. It should look like an entrance. I'm sure this will be addressed later. Mail pavilion does something, but more should be done later. Front porch- nice to have people out on front stoop. Will give people a reason to sit out on the front stoop. Make it comfortable. For steps on end units- these staircases might need to go away because there are too long. Only place I feel uncomfortable about is the alley.

**Beth Swanson Radovanovich:** The idea of walls is not a new thing to Hamilton. Every community there has walls around to get their sense of community. On a very busy street, I will not want to sit on my front porch and watch traffic go by. We will still see garages of 6 units as you're going towards the Bay (east). The community was concerned about hardscape, density, height. I agree that alley will always be dark and shaded. Will not be a conducive. 4 access points and 2 on a very busy street. I like the idea of tucking the parking underneath and I like architecture and opt for more definition. I can't support site plan as it is.

**Telfer**: I hope with 20 ft setbacks there could be intimate place for families in addition to park space in center. Both areas can be developed in a positive and intimate way. I'm assuming we can make alleyway a nice spot by architecture. About issue of access points- need to have 80 foot fire track to turn around it. Road could connect to major road. Kiosk is a good idea but it does not need to be in front. Public works won't go with 2 points on Main Gate either.

**Rob Davidson:** One idea is to continue to bring alley that ends on Main Gate. Could bring that to inner road. Emergency access only can be on New Alley road. Main Gate is only right-in and right-out, as there's a median on Main Gate. Adjust building so that is more along Main Gate. Might need a wall around that section. Access to the site by the Fire District is an overriding factor with this proposal. Novato Fire Protection District has to be able to get to both sides of 3 story units with fire truck. Removing road altogether is not something will be able to accept. And this would reduce

parking. There is some overage in on-street parking.

**Farrell:** I'm still stuck on alley. What if the alley connected to mail pavilion and put up a low wall around corner units. I would not want to be on end units near traffic. This is an urban solution but this is not an urban area. If we had walls we could rotate one unit, add wall to hide garages and then transition to a short wall around 2-story building.

**Beth**- We are down to things that are resolvable. If we approve now, will we never be able to change again?

**Barber**- we can still address site plan issues and wall- how short and tall walls are.

**Planner Dunn:** You are framing what will be done for rest of reviews (environmental, etc.). For example, bringing the alley to west towards entrance. That will not change as we go forward. Details can be changed, but not concept.

**Beth-** from a conceptual perspective, this is going to be set. If that is the case, there is no guarantee that down the line things won't change. They usually do.

**Farrell**- Won't see ramifications until it is drawn. Not sure if it works. We need to see more design development. We make recommendations to applicant to make one entrance at a max on Main Gate. And creating some sort of semi-private space for outside corner units. We think the walls could work, but there might be other suggestions.

While the Commission did not recommend the site plan so the project could move into the environmental review phase, they provided direction to Staff and the Applicant for the next review of the site plan:

- Single access point on Main Gate
- Create semi-private space for corner unit on Main Gate and corner on "C" street
- Add a wall on the western end if the end building is rotated with the intent of blocking garages
- The ring road may connect to alley way if it wraps around

**NEW ITEMS**: None

**PROJECT DESIGN WORKSHOP:**

**3. REDWOOD AND GRANT TRANSIT IMPROVEMENT PROJECT (RGTIP) (ED)**

**Conduct a public workshop and consider making a recommendation to the Novato City Council regarding the center platform site plan concept for proposed renovation to the existing bus transfer facility on Redwood Boulevard, between Grant and DeLong Avenues.**

**CEQA Compliance: This project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15302, replacement or reconstruction of existing structures and facilities.**

Staff Planner Dunn presented the proposal.

The purpose of tonight's meeting is to conduct a public workshop and consider making a recommendation to the Novato City Council regarding the center platform site plan concept for proposed renovation to the existing bus transfer facility on Redwood Boulevard, between Grant and DeLong Avenues, in Downtown Novato to: 1) improve transit operations; 2) enhance passenger safety; and 3) improve the surrounding area for pedestrians and bicyclists.

Staff from Marin Transit, Mark Thomas and Company, a consultant hired by Marin Transit, and the Golden Gate Bridge Highway and Transportation District (GGBHTD) began the design process to discuss improving the Downtown Novato Redwood and Grant bus transfer facility.

This working group created a Project Communication Plan, and identified six goals of the project:

- Improve ability to meet transit and roadway operational needs
- Improve safety and security for passengers
- Make pedestrian access to the transit center more convenient without compromising pedestrian safety
- Improve passenger comfort while waiting for the bus
- Use context sensitive design to match the desired look and feel of the surrounding community
- Design for project constructability and sustainable long-term maintenance costs

A Matrix was prepared which compared the six goals with the current platform, a center platform, and a side platform concept.

Current Site Design Issues were discussed:

a. Bus passenger loading area and inability to have independent bus movements
b. Bus passenger safety and security concerns
c. The facility's location at the gateway to Downtown Novato
d. The facility's location relative to the rest of the transit network

A previous planning study suggested upgrading three existing stops with Novato, as opposed to creating a new Transit Hub in Novato. One of the stops identified for improvements was the Redwood/Grant Downtown site.

***Site Options***

There are two alternatives to the center platform site plan concept: 1) keep the site as is; and 2) propose a side platform site plan.

***Community Outreach***

At its December 10, 2013 meeting, a representative from the Downtown Novato Business Association (DNBA), and the Novato Police Department attended this Technical Advisory Committee (TAC) meeting to provide comments on the center platform and side platform site plan concepts. The Police Department representative indicated the current site is problematic when viewing into the bus facility area and the

center platform site plan concept provided a better ability to view activities within the bus transfer facility, especially if camera monitoring is continued at this location. Lighting was also discussed to ensure adequate visibility for police surveillance capabilities.

The TAC also expressed approval for pedestrian crossing improvements, including a pedestrian signal and crossing gauntlet to improve viability and awareness for pedestrians crossing Redwood Boulevard to the east. The TAC members noted their agreement for: 1) no solid walls or barriers along the perimeter of the facility; 2) high canopy trees, and low canopy landscaping for clear line-of-sight through the facility; and 3) sufficient weather protection for the bus passengers. Additionally, the representative from the DNBA wanted to insure that the passengers had adequate access to the merchants on Redwood for their travels needs (coffee, food, etc.).

A survey was conducted at the Downtown Novato bus transfer facility on Jan. 28 and 29, 2014. The four question survey was available in English and Spanish. The same survey is available online at http://redwoodandgrant.org/transit-survey/ for users to respond to, in either English or Spanish. The survey asks if the responder is a bus rider, what amenities are important to the bus rider, the elements and future design that are important to the bus rider, and asks for additional comments.

***Staff Recommendation***

Staff recommends the center platform site plan concept, and that this recommendation be endorsed by the Design Review Commission and forwarded to the Novato City Council for action.

Paul Price, consultant for Marin Transit, discussed the proposal and had a power point presentation. He showed the recommended center platform site plan, as well as the alternate side platform option. The survey conducted at the bus transfer facility illustrated that the top amenities are: shelter; lighting; real time schedule information; seating areas; general transit information; bike parking; and landscaping. The following elements were also of importance to bus riders: safety; pedestrian access; ease of transfer in the facility; connectivity and integration; bicycle access and safety; and general cleanliness.

Mr. Price discussed the off-set crossing to the west and east sides of Redwood Boulevard. This design, called a “Calgary Gate”, would not have a barrier in the roadway, and that a barrier is about two feet tall. The Police Department needs this barrier for visibility into the facility. Marin Transit would be working with the City of Novato to install a pedestrian signal at this facility. This feature provides a safe opportunity to cross, but not a false sense of security for pedestrians.

About 8-9 trees would be removed, and new trees would be installed.

COMMISSION QUESTIONS

Tom Telfer:

Will the platform be parallel with the bus entrance? Paul Price: It depends on the bus.
Will people be coming along Redwood and crossing into the facility? Paul Price: the highest majority is passengers transferring between buses.
Can bicycles be put on the front of the bus? Paul Price: yes
Is the shelter taller than the bus? Paul Price: Not really. The wind load has to be addressed, if the canopy may be high.
Will some buses act as shuttles? Yes, if there are SMART shuttles.

SUMMARY OF PUBLIC COMMENT

2 members of the public spoke:

Eleanor Sluis

Are the crosswalks paid for by the City; this is important to the downtown; aesthetics are important; cost/benefit of this facility; the Working Group is made up of staff and no public; there were no workshops or public participants; concerned about the Metropolitan Transportation Commission (MTC) and housing. How could this facility impact tourism? Believes 13 trees will be removed.

Susan Wernick

Doesn't like driving in this area; worried about hitting pedestrians; is this the right location? What about SMART shuttles? Make sure the design retains the small town character.

SUMMARY OF COMMISSION COMMENTS:

**Farrell:** The purpose of the meeting is to get the site plan concept decided and the details will be provided later. The center platform feels safer; the side platform is concerning for passenger safety and access and egress into and out of the facility; additionally, one shelter may cost less.

Direction on the architecture: maintain the small town feel. An industrial/glass/metal/ urban feel would not go over well with the DRC or the community; the architecture can be sophisticated with wood and metal – try to make something like this work.

We need to provide options for people who don't have cars.

**Radovanovich:** She is terrified of driving on Redwood due to the pedestrians and crossings. Not sure if we've gone far enough with this proposal. There's no way to access the platform from the north or south end of the platform – it's only a mid-block crossing. The weave for buses entering the station is counterintuitive, but it creates flexibility, makes the best use of space and the center island approach makes the best proposal. Keep the small town character.

**Telfer:** SMART buses as an option to get folks off the highway; bus riders have different needs and SMART isn't competing with bus ridership – he doesn't see any reason to have the bus facility near the SMART stop; site plan seems logical; amenities seem reasonable. Concerned about the design of the shelters.

**Barber:** what about the alternate locations? Different markets serves different needs – in this area, local transit is taking Golden Gate Transit busses to SF; there's a synergy with the downtown area, and being close to Highway 101; this use at this location is appropriate for the area. The center island works. Shelter design will be important – doesn't want to make this element too sterile.

M/s, JF/BR, to recommend the center island site plan concept to the City Council. 4-0-1 (MacLeamy absent).

**GENERAL BUSINESS:**

**ADJOURNMENT**:

The meeting was adjourned at 9:40 pm.

THE CITY OF
NOVATO
CALIFORNIA

922 Machin Ave
Novato, CA 94945
415/899-8900
FAX 415/899-8213
*www.novato.org*



# Design Review Commission Meeting

**Location: Novato City Hall, 901 Sherman Avenue**

**December 4, 2013**

**MINUTES**

**Present:** Michael Barber, Chair
Joseph Farrell, Vice Chair
Patrick MacLeamy
Beth Radovanovich
Tom Telfer

**Absent:** None

**Staff:** Elizabeth Dunn, Planning Manager
Alan Lazure, Principal Planner

**CALL TO ORDER / ROLL CALL:**

The meeting was called to order.

**APPROVAL OF FINAL AGENDA:**

The agenda was approved without changes.

**PUBLIC COMMENT:** None

**CONSENT CALENDAR:** None

**PUBLIC HEARINGS : None**

**CONTINUED ITEMS:** None

**NEW ITEMS:**

**1. PACHECO PLAZA BUILDING (LP)**
**P2013-030; DESIGN REVIEW**
**APN 160-190-13; 490 IGNACIO BLVD**

**Conduct a public hearing on the site plan, building architecture, colors and materials and landscape plan for a new 8,000 square foot retail building located in the Pacheco Plaza Shopping Center. It has been determined that the project is exempt from CEQA pursuant to Section §15303, New Construction.**

Staff gave a presentation on the proposal and answered questions from the Commission.

The public hearing was opened and the applicant and architect gave their presentation.

Speakers:
John Kieckhefer – Property owner
Dusan Motolik – Architect with Avila Design

No one from the general public requested to speak on the application. The Commission closed the public hearing.

The Commission considered the merits of the application and continued the matter with a request for additional project details and information as:

- Provide a full landscape and hardscape plan.
- Provide additional details on exterior lighting, including fixture design and illumination.
- Provide additional exterior color and materials samples.
- Create a site section(s) that allow a comparison of the massing/height of the proposed building with the existing easterly "E" building.
- Review the design and location of the outdoor plazas, in particular the southeasterly plaza near the driveway and Ignacio Blvd.
- Review the location and function of the trash enclosure with regard to design, trash bin removal for pick-up, and potential impact on handicapped spaces.
- Study the use of mansards versus parapets on the two building elements and the appearance/function of overhangs and eaves in providing shade and rain protection.

Commissioner Barber made a motion to continue the project in order that the project return in response to the comments and direction made by the Commission.

The motion was seconded by Commissioner Farrell.

The motion passed 5-0

**PROJECT DESIGN WORKSHOP:**

**2. HAMILTON SQUARE, LLC (ED)**
**P2013-040; DESIGN REVIEW**
**APN 157-980-05; MAIN GATE AND "C" STREETS**

**Conduct a Design Review Workshop to discuss the site plan for a proposal to use the former gas station site at Main Gate and "C" Streets for residential use.**

Elizabeth Dunn, Carla Violet from Urban Planning Partners, adjunct staff to the City

Planner Dunn gave a brief overview of changes to the site plan from the last plan, namely: 31 units (from 35), 2-3 story buildings (2-stories on Main Gate and C Street), the addition of a parklet, more park space, main access at C Street and Main Gate, and on street parking removed from Main Gate. No elevations provided for this meeting. Planner Dunn also named the primary concerns of residents from the prior meeting and stated that this plan addressed the majority of these issues. As this is a workshop, staff, and the developer are looking for feedback from this site plan. No recommendation is requested at this meeting.

Commissioner MacLeamy asked for clarification on the height of the corner building. Staff confirmed it was 2 stories

Rob Davidson, representing Thompson Development, Inc., gave a brief presentation of the plans. He stated there were over 12 revisions. They addressed issues around hardscape and drainage that were mentioned at the last meeting. He emphasized the desire to keep tuck under parking and the park space was increased (from 4380 to 7500 sq ft). The proposed road to the north to the Novato Unified School District site was removed and driveways were reduced. He explained units faced Main Gate and "C" Street. Parking is in the rear, and a ring road has been provided for fire access and better noise buffer with angled buildings along the western property line(to deflect noise rather than reflect). Lastly, the current density was needed to make the project work financially.

Commissioner MacLeamy confirmed the school district owned property to the North and that Lanham Village is to the West. He wanted to know how tall the trees were next to the site? Mr. Davidson Rob was unsure.

Vice Chair Farrell asked if 2-stories would work with the floor plans. Mr. Davidson said he wanted the site plan to be approved before fine tuning the floor plans. But conceptually they would work. They would be market-rate units and the park space increased from 4380 to 7650 sq ft.

Commissioner MacLeamy inquired about what the Fire Dept said last time. Mr. Davidson stated they needed access on both sides for the ladder truck (required for 3 story buildings). Certain width required- 18 feet. This includes quest parking. While not required, this is a convenient place to add parking along the inner street. Parking is also not required on C Street, but convenient with the school nearby. Alley was 24 ft wide.

Commissioner MacLeamy remarked the space between the 2 buildings inside was tight. He was unsure if backing up would be possible. He began to sketch a ring road around the development with all buildings facing inside the square, (removing the 2 inside and placing 1 on the perimeter instead of another access point) keeping the road required by the Fire Dept, with no sidewalks.

All commissioners emphasized a variation in elevation was crucial.

Commissioner MacLeamy stated that 2 ½ stories could work even with the Spanish style architecture. Setbacks would be helpful so that only 2 stories could be seen from behind a wall wrapped around the development. It's critical to get the dimensions right in the next set of plans. Architecture is a game of inches. Call it Hamilton Park, not Hamilton Square. With a new site plan, the park could be expanded even greater. Could add 16 ft sidewalks.

Mr. Davidson asked how the parking would work. Commissioner MacLeamy responded that he'd rather have parking in the back and save the front for social interaction with neighbors. Could use "turf block" to reduce the amount of impervious surface. Would need to get Fire Dept. approval.

Mr. Davidson confirmed that one tenant would own all three stories of each unit. He was asked about the depth of the building and estimated 40 ft.

Commissioner MacLeamy suggested to make the depth a little longer and raised slightly to get a split level. Asked if there was any benefit to put a fill over the site to cap any possible contamination? He suggested a cool wall around the development (similar to other subdivisions) would be nice. A setback on the upper level could accommodate a patio that looks out onto the park space.Park space is essential and sells.

Mr. Davidson reminded the Commission that neighbors are worried about 3 stories and no view corridor into the development.

Commissioner MacLeamy offered flipping the design and having the opening on C Street instead of Main Gate. Important for the next set of plans to show sections with the varying elevations. Showing hand drawn sections is sufficient- don't need trees, just need dimensions. Keep the ring road only for the Fire Dept. Need sanctions on turning.

Commissioner Radovanovich asked about sustainability strategies in the development. Yes, for stormwater, and the developer is interested in including more.

Commissioner MacLeamy stated that the opening to the development needs to be reconsidered. There may be issues with traffic if the main access is on Main Gate. Makes more sense to open on C Street. All other subdivisions are walled- 20 ft then the back of the house. Varying 2-3 stories with pull backs are better and will mitigate concerns about height.
Mr. Davidson indicated that he worked on other development had setbacks with carriage houses. Marrying that concept with this development would be nice.
Commissioner MacLeamy reminded Mr. Davidson that a cross section of Main Gate is needed.

**GENERAL BUSINESS:** None

**ADJOURNMENT**:

The meeting was adjourned at 9:45 pm .

THE CITY OF
NOVATO
CALIFORNIA

75 Rowland Way, #200
Novato, CA 94945-3232
415/899-8900
FAX 415/899-8213
*www.cityofnovato.org*



# Design Review Commission Meeting

**Location: Novato City Hall, 901 Sherman Avenue**

**October 2, 2013**

**MINUTES**

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

**Absent:** Tom Telfer

**Staff:** Elizabeth Dunn, Planning Manager
Alan Lazure, Principal Planner
Louise Patterson, Planner II

**CALL TO ORDER / ROLL CALL:**

The meeting was called to order.

**APPROVAL OF FINAL AGENDA:**

The final agenda was approved.

**PUBLIC COMMENT: None**

**CONSENT CALENDAR:**

**1. APPROVAL OF MINUTES OF AUGUST 7, 2013 (PM,MB,JF,TT)**

The August 7, 2013 meeting minutes were continued.

**2. APPROVAL OF MINUTES OF SEPTEMBER 4, 2013 (PM,MB,BR,TT)**

The September 4, 2013 minutes were approved.

**PUBLIC HEARINGS: None**

**CONTINUED ITEMS:**

**3. PUBLIC ART AT UMPQUA BANK (ED)**
**P2013-027; DESIGN REVIEW**
**APN 153-061-30; 999 GRANT AVENUE**

**Conduct a Design Review hearing on proposed art for one store front glass panel along Redwood Boulevard.**

Staff gave an update on the proposal to install art at 999 Grant. Umpqua Bank wants to pay the full in-lieu fee, and provide art along three panels along Redwood Boulevard. Additionally, they'd like to screen their internal, back of house, operations.
Liz Newhouse, and Tomami Marzan of Umpqua Bank provided additional technical information to the Design Review Commission. This would be a silver tone appliqué, and there is no space between the art and the glass panel. This is a permanent feature. The metal panels will be insulated, with lighting above the ATM and night depository, not from behind.

COMMENTS FROM THE DESIGN REVIEW COMMISSION
This is an improvement over what was originally proposed. It represents the City of Novato.
M/S Farrell/MacLeamy (passed 4-0-1) to approve the proposed art at Umpqua Bank.

**NEW ITEMS:**

**4. SHELL GAS STATION REMODEL (LP)**
**P2013-019; DESIGN REVIEW/USE PERMIT**
**APN 152-102-04; 1390 S. NOVATO BLVD.**

**Conduct a public hearing to consider the site plan, building architecture, colors and materials and landscape plan for a remodeled Shell gas station, convenience store and car wash. It has been determined that the project is exempt from CEQA pursuant to Section 15302, Replacement or Reconstruction.**

Applicant attendees – Muthana Ibrahim, Architect

Planner Patterson gave a staff presentation stating that the project was reviewed at a design review workshop on August 7, 2013 and is returning for DRC review and approval.

Applicants presented the project site plan, landscape plan, lighting plan, building architecture and colors and materials.

There were no public comments.

The DRC liked the following elements of the project:
- ⇒ Site plan and circulation
- ⇒ Lighting plan
- ⇒ Landscape plan

⇒ Mansard roof
⇒ Colors and materials with the exception of the orange gradient ACH panel which was thought to be in conflict with the red of the Shell Logo color

The DRC continued the project with the following direction:

- Pedestrian access from the fuel pumps to the convenience store needs to be clear, transaction door needs to be located so as not to block pedestrian access
- Tower elements should be eliminated
- The "LOOP" area needs to eliminate the illumination of the white internally illuminated façade, remove the LED mounted screen and stainless steel metal frame
- The color on the orange gradient ACH panels should be minimized or eliminated
- Prepare a colored elevation drawing of the building

**PROJECT DESIGN WORKSHOP:**

**5. HAMILTON SQUARE, LLC (ED)**
**P2013-040; DESIGN REVIEW**
**APN 157-980-05; MAIN GATE AND "C" STREETS**

**Conduct a Design Review Workshop to discuss the site plan for a proposal to use the former gas station at Main Gate and "C" Streets for residential use.**

Melinda Hue, contract planner, gave a presentation on the proposal.

COMMENTS FROM THE PUBLIC

Kim Stafford has concerns about the additional homes, and the traffic this use brings. The site is adjacent to Hamilton School which already has a lot of traffic. Additionally, there is a concern that noise will bounce off these townhomes and project into Lanham Village, the property to the west of Main Gate and "C" Streets. There are concerns about what drainage impacts this proposal might create to residents at Lanham Village, as well as the remediation of toxic substances that remain at the Main Gate site.

Another resident indicated that three stories is too tall and doesn't fit with the neighborhood character. Main Gate is a very pedestrian street, and there's no parking now along Main Gate. A third resident agreed about the proposed buildings being too tall, as well as concerns about toxic substances at the site.

PRESENTATION BY JOHN MIKI, ARCHITECT FOR THOMPSON DEVELOPMENT, INC, THE PROJECT SPONSOR

The height of the buildings at the eave is 30 feet; to the ridge is 36 feet. The project has been designed with a fire access break, and is proposing right in, right out along Main Gate.

COMMENTS FROM THE DESIGN REVIEW COMMISSION

Check about the amount of hardscape and if this will be allowed with the new NPDES regulations. The park is very small. Break up the two and three story buildings, especially at Main Gate and "C". It doesn't look like there's a lot of room between buildings at this location.

Commissioner MacLeamy likes the garages in the rear. Suggests that a ring road be the basis for the site plan, and the buildings can look onto a larger green area. The architecture of the rear of the buildings would have to be significant as the rear of the buildings would be visible from Main Gate and "C" Streets. The elevations and edges are critical.

**GENERAL BUSINESS:**

**6. CITY COUNCIL/EXECUTIVE STAFF COMMITTEE RECOMMENDATIONS: BOARDS, COMMISSIONS AND COMMITTEES (BCC'S) (AL)**

Planner Lazure outlined the item before the Commission; that Council has requested that each BCC review recommendations, developed by a City Council subcommittee, designed to help improve the effectiveness of the BCCs. The Design Review Commission members had the following comments related to the subcommittee's three issue areas:

**Recruitment, Assessment, Appointment and Retention of Members**

- Ensure that new candidates for the Commission have the proper qualifications for the job, i.e. educated as an architect, landscape architect, etc.

**Training/Orientation of Appointees**

- Make sure that projects to be brought before the Commission are "ready" for review. A project proposal should be well thought out from the general to the specific. The site plan should be the first item of discussion.
- Provide a refresher training course by using the "Function of the DRC/Reviewing Projects" video that was made by staff and commissioner MacLeamy, and/or other similar media.
- What do other cities do for the training of their commissioners?

**Fostering Interaction between Council and BBC Members**

- Have an annual assessment of approved projects to see what was accomplished or learned from those project reviews.
- Have members of the City Council and Planning Commission occasionally attend a DRC meeting to see what the process entails and to provide continuity and the sharing of an understanding of the Commissions "real time" function.
- Provide a DRC member liaison on a rotating basis to attend a Planning Commission or Council where items need a higher level of review or in the case of an appeal to explain the DRC's basis or rationale for the determination they made on an application. The liaison would represent all views expressed by the Commission in their final determination of the matter.

**ADJOURNMENT**: Adjourned by the Chair at 10:15 p.m.

# 8.0 DESIGN GUIDELINES

Unique design opportunities are presented in the reuse of HAAF because of the extensive history and distinct character provided by the base. The Spanish Eclectic architecture found at HAAF creates a community identity and a positive visual asset, with buildings adorned with a myriad of Spanish Eclectic architectural features such as wrought iron, balconies, stonework, tile work, white stucco and red clay tile roofs. The mature landscaping on HAAF also creates a positive visual asset.

The installation consists of a mixture of well-designed structures that are properly sited and unified by common elements of architectural details and coordinated color schemes which convey a positive sense of order, as well as buildings of diverse style and character which are sited haphazardly and chaotically, resulting in an image of disorder and confusion (existing old barracks mixed with newly styled or remodeled buildings and existing Spanish-style buildings). Some buildings relate poorly to one another. Some buildings have been designed and sited with little regard for local geographic conditions. Some buildings materials are inappropriate for the facility, i.e., wood siding, untreated plywood, and some buildings have developed mildew within months of being installed.

Most of the non-residential buildings are small to medium in scale and contain the most variety of building types and styles due to the diversity of uses of these buildings. There is a corresponding range of age and condition of the buildings, and some can be considered visually blighted. The most cohesive architectural style is the Spanish Eclectic, with white stucco walls and red clay tile roofs.

Spanish Housing, the Town Center and the Hospital represent some of the best examples of the Spanish Eclectic architecture. Capehart Housing consists of wood framed buildings with stucco, in a modern California style from the early 1960s.

In many non-residential areas at HAAF, the automobile parking and circulation dominates the physical setting of the facility; this is particularly true in part of the Exchange Triangle.

## 8.1 OVERVIEW OF PLANNING AREAS

### 8.1.1 PLANNING AREA 1: RAFAEL VILLAGE

Rafael Village is a very visible part of the installation for two reasons: (1) Rafael Village is clustered in a valley surrounded by wooded hills and knolls to the north and south which overlook the residential units; and (2) the Planning Area is clustered around Ignacio Boulevard, which is the main arterial roadway in the area and many of the surrounding land uses gain access from Ignacio Boulevard through Rafael Village.

Rafael Village consists of over 500 single-story, detached and attached homes which will be removed.

Mature trees enhance an otherwise plain subdivision layout. The Area's residential streets are lined with mature trees, including American Elm,

Modesto Ash, Sugar Maple, Black Locust and Sycamore trees. The median in Ignacio Boulevard along the Planning Area frontage is in poor condition in some locations.

There is a significant greenbelt/open space system formed as a result of the configuration of the units. Green open space areas link neighborhoods with one another.

Overhead electrical and telephone wires are present throughout the area.

Because of the removal of the Rafael Village housing, the opportunity exists to reconfigure the subdivision layout or enhance the existing one; should it be determined at subsequent planning stages that the mature streetscape is healthy, the master developer may choose to preserve much of the streetscape.

### 8.1.2 PLANNING AREA 2: CAPEHART HOUSING

There are four large, wooded hills or knolls, with elevations ranging from 180 to 250 feet in the central and southwestern portion of the Area. These land forms contain areas of steep slopes and are the dominant features of the Planning Area. The wooded hillsides are a positive visual feature. The existing layout of the residential units between and around the hills lends a secluded feeling to the Planning Area and makes the intensity of residential use appear less dense.

The residential buildings located in Capehart Housing are typically single- and double-story, multi-family housing units, with attached, covered carports. These building were constructed in the late 1950s and early 1960s, and consist of contemporary wood frame and design typical of that era. Exterior finish colors are generally warm sand, white or beige. Housing in the Planning Area is generally in fairly well-maintained condition, however there are some exceptions. The housing in Hillside Housing area is more modern, dating from the 1980s.

With limited storage areas and no garages to use for storage, many of the carports have become the storage areas for the residents of the homes; this only detracts from the visual image of the area to the passerby.

Mature trees enhance an otherwise plain subdivision layout. Bolling Drive which leads into the Capehart Housing development has no distinctive qualities (i.e., signage, entry monumentation, etc.).

The open space in the Capehart Housing Planning Area consists primarily of the wooded hills with significant rock outcroppings. As with the other residential Planning Areas, there is a significant greenbelt/open space system formed as a result of the configuration of the units.

It is anticipated that the Capehart Housing units will be improved with exterior architectural treatments to enhance the aesthetic quality of the structures (similar to Lanham Village).

### 8.1.3 PLANNING AREA 3: SPANISH HOUSING

***Note: As a result of changes which occurred after approval of the Reuse Plan in October 1995, this entire Planning Area will be retained in federal ownership, utilized for Coast Guard housing.***

Spanish Housing consists primarily of housing stock of relatively high quality, which is considered historic in nature. The residential dwellings in this Planning Area consist of six-plexes, duplexes and single-family detached residential units. These units typically have single-car garages and are a Spanish-Eclectic architecture, constructed in the 1930s. Most of the single-family and attached units have a significant amount of architectural detail, this is particularly true along Casa Grande Real. Details include such architectural components as terraces, red clay tile roofs, wrought iron, and other features common in Spanish architectural styles. Rock retaining walls and existing landscaping complement the architectural style.

A sub-area of Spanish Housing is the area called Knoll Housing, this is a newer area of 150 two-story, six-plexes located on a knoll above the older housing. These six-plexes create a very dense feeling, in addition, there is little architectural relief, with the exception of red-tiled roofs.

The streetscapes within the Planning Area are among the most beautiful on the Base. Most cul-de-sacs in Spanish Housing have a landscaped island; Buena Vista Drive and Casa Grande Real are two such examples. There are no fences between buildings, and setbacks between buildings are approximately 40 feet or greater, creating an open feeling within the neighborhoods. The single-loaded streets within Spanish Housing contribute to the open feel of the neighborhoods. The approach to Spanish Housing from along Crescent Drive, with its palm-lined streets, creates a majestic feeling.

Open spaces within this Planning Area consist primarily of grassy undeveloped areas, which constitute approximately three-quarters of the open space; landscaped areas which represent slightly less than one-quarter of the open space areas; the balance consists of asphalt-paved areas. A par course and tennis courts are also found in these open space areas.

Although the majority of the Planning Area consists of the urban/landscaped vegetation community, the bayward-facing slopes of Spanish Housing, and the slopes of MARS Hill, are vegetated with a mixture of oak savannah and oak woodland plant communities.

The lighting and signage within this area contribute to the Spanish motif common throughout the installation, and particularly in Spanish Housing.

### 8.1.4 PLANNING AREA 4: COMMISSARY TRIANGLE

The Planning Area is flat, with little or no topographic relief. This area is completely urbanized and contains little vegetation at all.

Views onto the Commissary Triangle from adjoining areas consist solely of non-residential uses and large expanses of asphalt parking areas. There is little definition between the parking areas and surrounding uses (i.e., berming, fencing, landscape treatments, etc.). The view to the passerby is of car grillwork, non-descript buildings, equipment storage areas, and a "sea" of asphalt. The area has no internal roads and buildings are accessed by internal driveways and parking lot lanes, this results in a confusing building and paving pattern.

It is anticipated that Commissary Triangle will be redeveloped with the existing structures removed.

### 8.1.5 PLANNING AREA 5: EXCHANGE TRIANGLE

Views of this Planning Area are similar to that of the Commissary Triangle. Topographically, the Planning Area is flat due to grading for buildings, roads, and parking lots. There is a grade separation between the Planning Area and the railroad tracks to the east.

Views onto the Exchange Triangle from adjoining areas consist solely of non-residential uses and large expanses of asphalt parking areas. There is little definition between the parking areas and surrounding uses (i.e., berming, fencing, landscape treatments, etc.). The view to the passerby is of car grillwork, non-descript buildings, equipment storage areas, and a "sea" of asphalt. The Area has no internal roads and buildings are accessed by internal driveways and parking lot lanes, this results in a confusing building and paving pattern.

The Planning Area is entirely urbanized, and is part of the urban/landscaped vegetation community.

It is anticipated that Exchange Triangle will be redeveloped with the majority of the existing structures removed.

### 8.1.6 PLANNING AREA 6: TOWN CENTER

The gateway into this Planning Area is Palm Drive, a scenic drive lined with mature Canary Island Date Palms, creating a majestic feeling as one enters the Town Center. Some of the buildings in the area are considered historic and have been designed in the Spanish-style motif. A number of architecturally interesting buildings are found within this area, including the theater and chapel.

This Planning Area is generally flat, with the exception of the sloping Palm and Oakwood Drives. The adjacent Spanish Housing and Hospital Hill Planning Areas are the only areas adjacent which have views onto the Town Center area.

The open space in the Town Center primarily consists of grassy landscaped areas, vehicles parking areas, roadways, sidewalks, and recreation areas.

It is anticipated that most of the structures in the area will be preserved, as will the landscaping. In addition, a one-acre park plaza is identified in the center of the area.

### 8.1.7 PLANNING AREA 7: HOSPITAL HILL

Views on Hospital Hill give the passerby a feeling of abandonment: what were once beautiful buildings are now in a state of disrepair. Areas on Hospital Hill have become overgrown with vegetation. This is particularly true in the area around and including the Amphitheater.

Architecture of the Hospital is in the original 1930s Spanish-style with beautiful tile work, arches, balconies and wrought iron features. Other buildings in the area are not as beautiful, constructed in the 1940s.

The Amphitheater, which consists of terraced stone benches, was constructed in 1935, and is currently overgrown with vegetation.

Hospital Hill is in an urban/landscaped vegetation community and oak woodland/grassland/oak savannah community. Natural vegetation is present on the slopes of the Planning Area, primarily the north and east-facing slopes, as mentioned previously.

It is anticipated that all the structures on Hospital Hill will be removed. The amphitheater and tennis courts will be improved and preserved as part of the NHP Master Plan development.

### 8.1.8 PLANNING AREA 8: BOWLING ALLEY

The Bowling Alley Area is primarily within the urban/landscaped vegetation community; however, it is located in a valley area surrounded by hillsides to the north and south. These hillsides are covered with grassland, non-native trees, and oak woodland. This area is a minor gateway into the NHP Master Plan area.

It is anticipated that the structures within this area will be maintained and improved, as appropriate.

### 8.1.9 PLANNING AREA 9: OFFICERS' CLUB

Buildings in this Planning Area consist of the old BOQ building and Officers' Club, both constructed in the original Spanish-style from the 1930s.

The Officers' Club Planning Area is located in the urban/landscaped vegetative community and the slopes of the Planning Area include oak woodland and grassland/oak savannah communities, with the denser oak woodland on the north and east facing slopes.

It is anticipated that the area will remain essentially as it is today, with the existing buildings preserved and improved, as appropriate.

### 8.1.10 PLANNING AREA 10: BALLFIELDS

Views of this Planning Area are of the ball fields, located off of Caliente Real, and the hillside on which the recreation center is located.

Views from the recreation center in this Planning Area include views onto the ball fields, the bowling alley, the runway, and distant views out toward San Pablo Bay. The wooded character of the Planning Area obscures most views outward, lending a secluded character to the area.

Some of the Planning Area has become overgrown, while other areas, primarily around the pool are well-manicured.

It is anticipated that the recreational uses in this Planning Area will remain with the possible exception of Ballfields 3 and 4, which may be inundated with baywater upon demolition of the levee.

### 8.1.11 RUNWAY PARCEL

Views of this area are of the runway tarmac, buildings, and grassy areas within the levees from surrounding higher-elevation areas such as Spanish Housing, the pool area, and Hospital Hill.

The area is currently used for soils remediation for the NHP Master Plan areas and contains stockpiled soil. Visually the area is in poor condition. Plans are for flooding of the runway to create wetlands.

### 8.1.12 NHP MASTER PLAN

Views of this area are of its many buildings, most of which are in poor condition and scheduled for demolition. The historic town center and central portion of the NHP area contain historic Spanish-style architecture, much of which will be preserved as part of the Master Plan. Significant streetscapes are present in this area, including Palm Drive in the town center.

The approved Master Plan includes design guidelines and landscape plans for the area to ensure its visual quality.

## 8.2 GOALS AND POLICIES

### 8.2.1 GOALS AND POLICIES RELEVANT TO MULTIPLE PLANNING AREAS

*Issue:* The need for a cohesive design plan to ensure that the aesthetic quality of Hamilton is retained.

*8.2.1.1 Goal:* Beauty and order throughout Hamilton.

***Policies:***

8.2.1.1.1 Develop a Design Plan for the Reuse Plan area. This Plan should address:

- Site planning and design,
- Architectural design guidelines,
- Landscape programs,
- Streetscape programs, and
- Design guidelines appropriate for each City district.

8.2.1.1.2 Ensure that on the Mainside portion of Hamilton, the Spanish Eclectic architecture shall be retained (with the possible exception of the Capehart Housing area).

***8.2.1.2 Goal:*** A cohesively designed landscape plan for the Reuse Plan area.

***Policies:***

8.2.1.2.1 Review landscape plans for new development to ensure that landscaping relates well to the scale of structures and land use(s) it serves. To this end:

- Require new development to incorporate street tree planting mature enough to shade and beautify the area.
- Require new development processed as a Planned Unit Development to ensure permanent maintenance of landscaped areas through maintenance agreements, "Conditions, Covenants and Restrictions," or similar contracts guaranteeing perennial maintenance.

8.2.1.2.2 Require landscaping to screen, buffer and unify new and existing development.

- Require landscaping to provide visual continuity along a street, even where the buildings are in different zones or land use classifications.
- When conflicting land uses adjoin, require a dense landscape screen to mitigate the friction between land uses.

***8.2.1.3 Goal:*** Interesting and attractive streetscapes throughout the Reuse Plan area.

***Policies:***

8.2.1.3.1 Develop a street tree planting and replacement program. Require street trees in new developments.

8.2.1.3.2 Maintain and promote a rhythmic and ceremonial streetscape along Palm Drive and South Oakwood Drive. Encourage the same along Main Gate Road and other primary roadways through Hamilton.

8.2.1.3.3 Preserve, when consistent with public safety, mature tree stands along Hamilton's streets.

8.2.1.3.4 Encourage a variation of building and parking setbacks along the streetscape to create visual interest, avoid monotony and enhance the identify of individual areas.

8.2.1.3.5 Require that all sides of a building visible from the street, or a different, adjacent land use, display fully finished architectural detail, including finished doors, windows and exterior surfaces identical to, or which complement, the front of the building.

8.2.1.3.6 Require landscaping treatment on any part of a building site which is visible from the street or a different, adjacent land use.

8.2.1.3.7 Consider contrasting paving for pedestrian crosswalks in order to increase pedestrian safety while adding visual interest to the streetscape.

***8.2.1.4 Goal:*** Preservation of all Hamilton neighborhoods as attractive residential environments.

***Policies:***

8.2.1.4.1 Encourage and support neighborhood property owner associations which work to improve their communities.

8.2.1.4.2 Enhance neighborhood identity with landscaped, fenced or walled boundaries and distinctive neighborhood entrance treatments.

***8.2.1.5 Goal:*** Non-residential properties which enhance the image of Hamilton.

***Policies:***

8.2.1.5.1 Review site plans for commercial and non-residential projects. To this end:

- Discourage rectangular buildings parallel to street frontage, including:
  - Require the on-site building layout to be staggered, increasing visual interest and identity.

- Require structural positioning which provides visibility for the whole site, promoting visual interest and security.

- Adjust setback distances according to the height of the structure(s) on the site.

8.2.1.5.2 Require mature landscaping be used to define and emphasize entrances, including those areas lying between a building and its parking lot.

8.2.1.5.3 Require on-site outdoor storage areas to be fully screened from view with a combination of walls and landscaping.

8.2.1.5.4 Encourage non-residential architecture which establishes identity, captures interest and is appropriately scaled to its environs. To this end:

- Encourage a strong geometry of buildings to increase visual interest.

- Ensure the architectural scale relates to the mass of the building(s) to the proposed use.

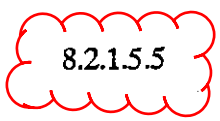
- Encourage architecture which disaggregates massive buildings into smaller parts, responsive to human scale.

- Encourage variations in roofline and parapet treatments to add design interest.

- Encourage the incorporation of varied planes and textures.

- Encourage "shadow play" through the use of deeply recessed or projected building features, including: pop-out window masses, built-up relief details, cornices, windows, trim and entrances.

- Encourage the use of natural, rather than manufactured building finishes and materials.



8.2.1.5.5 Require appropriate and attractive roof treatments, and require concealment of all roof-top mechanical equipment.

8.2.1.5.6 Enhance the identity and attractiveness of commercial centers.

8.2.1.5.7 Encourage commercial development to incorporate theme elements in the Spanish Eclectic tradition to promote Hamilton's historical significance and public use of the center. Theme elements can include:

- Outdoor cafes,
- Patios and plazas,
- Kiosks,
- Flag courts,
- Fountains,
- Gardens,
- Outdoor markets,
- Trellises and arbors,
- Colonnades and arcades,
- Bell towers,
- Theme towers,
- Galleries,
- Clerestories, and
- Clock standards.

8.2.1.5.8 Encourage commercial projects to include internal features which are designed to draw pedestrians from building to building, or patio to courtyard.

8.2.1.5.9 Encourage the use of commercial site landscaping techniques which increase the pedestrian's pleasure in the immediate environment. To this end:

- Vary the texture of paving at all project entries, at pedestrian crossings, or at gathering areas in order to provide accent and break the monotony of concrete walkways.

- Shade all waiting areas from the sun, including bus stops and turn-outs.

8.2.1.5.10 Encourage bus shelters and bicycle racks to be incorporated in all commercial projects, as appropriate.

8.2.1.5.11 Ensure that all new and remodeled public buildings, service areas, storage facilities, and gathering places meet the design standards required of private development. To this end:

- Ensure that all new and remodeled public buildings are aesthetically attractive.

- Screen city service, maintenance and storage areas from public view with fencing and landscaping to improve the streetscapes in which they are located.

***8.2.1.6 Goal:*** Preservation and enhancement of those structures and/or landmarks which are representative of historic Hamilton.

***Policies:***

8.2.1.6.1 Encourage the adaptive reuse of historic structures, preserving the harmony and integrity of the structures and their neighborhoods. To this end:

- Renovate building facades to retain, as closely as possible, their historic character.
- Protect and enhance design features associated with historic Hamilton including street trees, gardens, mature trees on existing lots, and street furniture.
- Renovate historic structures with materials and designs compatible with Hamilton's architectural heritage.
- Incorporate historically and architecturally significant buildings into new projects, encouraging developers to renovate or restore those buildings which are considered candidates for nomination to the National Register of Historic Places.

8.2.1.6.2 When preservation of a significant site is not practical, ensure that the adverse impacts of the proposed project are mitigated in accordance with NEPA and CEQA, as well as with other City policies and procedures, including the following (or as required by the City):

- A site investigation under the supervision of a person qualified in his/her respective field, approved by the City, and certified by the County. Whenever possible, students and other residents, as well as organizations, should be encouraged to assist in the investigation.
- A report describing the site, its significance, and recovered data, and the recovered data, photographs and notes, should be deposited in an institution where they are available to the public, and the academic and scientific community. Provision should be made for the return of these materials at such time as the appropriate facilities for their public display, study, or use are available.
- In the case of archeological data recovery excavations, the cost should be the responsibility of the project applicant.

***Issue:*** Frequently the first impression of any development is from the parking lot. Thus, it is extremely important to locate, configure and landscape parking areas to project the desired image.

*8.2.1.7 Goal:* Parking facilities with design amenities.

***Policies:***

8.2.1.7.1 Encourage off-street parking as the predominant method of parking.

8.2.1.7.2 Parking requirements should be adequate to meet the needs of specific uses, but they should be minimized to reduce the size of the paved parking area. Small parking lots are usually preferable to large lots.

8.2.1.7.3 Locate parking on the site to de-emphasize the visual impact. Preferable locations of parking lots is to the rear and side of parcels, except for retail situations, where it is recognized that visibility of available parking is desirable. Avoid parking directly against buildings to allow adequate space for walks and landscape screening.

8.2.1.7.4 Separate parking from the street with low berms and a low solid barrier such as a hedge or wall, to soften the visual effect of car grillwork and paving. Consider perimeter planting of trees and shrubs to screen and control the adverse visual impact of parking lots.

8.2.1.7.5 Parking and driveway areas should be landscaped with trees and shrubs. Landscaped beds protected by curbs should be provided at the end of each row of parking. Trees should be used in islands to relieve visual monotony, to provide shade, and to reduce glare.

8.2.1.7.6 Encourage the continuous connection of planters, rather than isolated tree wells, in the design of new parking areas.

8.2.1.7.7 Encourage parking lot design which breaks up parking areas with landscaped belts.

8.2.1.7.8 Encourage the inclusion of pedestrian amenities in parking areas including:

- Pedestrian walkways clearly marked with striping or textured paving.
- Bus waiting areas, benches, public telephones and other features for the convenience and safety of parking area visitors.

8.2.1.7.9 Provide separate access for service trucks.

8.2.1.7.10 All garbage can and dumpster container areas shall be screened on at least three sides with an opaque fence or wall of sufficient height to block views of the containers. In addition to the enclosure screening, plant material and earth berms shall be used for general screening of the trash collection areas from view of main roads, sidewalks, and building entrances. Garbage can and dumpster container areas should be directly accessible by paved parking lot or service roads.

***Issue:*** Site furnishings are elements found in the exterior environment of HAAF. These elements include benches, trash receptacles, planters, tree grates, paving, flagpoles, lighting, drinking fountains, and picnic tables. The appearance of HAAF can be enriched through the development of a family of elements that are related to each other by compatibility of material, color, form and design detail.

***8.2.1.8 Goal:*** Attractive street furniture, appropriate to each area of Hamilton.

***Policies:***

8.2.1.8.1 On the Mainside of HAAF, site furnishings should support the Spanish-motif theme.

8.2.1.8.2 Locate seating in response to the user's need for resting, waiting, socializing, or lunchtime activities. Benches should be placed adjacent to walkways, entryways, ramps, and stair areas, and at bus stops. Locate benches where they will receive sunlight.

8.2.1.8.3 Drinking fountains shall be provided along walkways and hard-surfaced paved areas, eating areas, and outside recreation areas. Drinking fountains shall be provided for the handicapped.

8.2.1.8.4 Locate telephone booths in highly visible locations for convenience and security from vandalism. Place all service line wiring underground. Provide lighting for nighttime use.

8.2.1.8.5 Trash receptacles shall be highly visible and immediately available for effective litter control. Locate receptacles conveniently and strategically along sidewalks, near major walkway intersections, building entrances, benches, vending machine areas, and recreation and picnic areas.

8.2.1.8.6 Use bollards to control traffic and to separate vehicular traffic from pedestrian traffic.

8.2.1.8.7 Memorial and commemorative plaques may be designed as an integral part of a building or landscape feature. They should be

compatible with the architectural character of their settings in terms of their scale, materials and details.

8.2.1.8.8 Provide planters and tree grates where landscaped areas are not available. They shall be located in plazas, patios, building entrances, and other areas where in-place landscaping areas are not available.

8.2.1.8.9 Locate kiosks in areas of high pedestrian use and visitor traffic areas.

8.2.1.8.10 Use bicycle racks where warranted by demand. They should be located near building entrances where they are open to visual surveillance, but do not impede traffic flow. Locate bicycle racks at major destination points for commuter and recreational bicyclists: at office buildings, the gymnasium, the theater, and other commercial areas.

8.2.1.8.11 Provide trash receptacles in convenient locations.

***Issue:*** Exterior lighting performs a number of functions related to nighttime safety, security, pathfinding, and illumination of landmarks or special features. It should be designed as a coordinated system that is functional, attractive, efficient and easy to maintain.

At HAAF, there is a wide variety of lighting types and designs, resulting in inconsistency in the lighting fixtures or spacing. Many roadway fixtures are located on buildings; therefore, many streets are poorly lit or not lit at all. The general effect is of a roadway lighting system that contributes to visual clutter while performing inadequately in some areas.

***8.2.1.9 Goal:*** Aesthetically pleasing, functionally adequate outdoor lighting.

***Policies:***

8.2.1.9.1 Develop a standardized lighting system along HAAF's primary roadways.

8.2.1.9.2 Require uniformity in street lighting standards within each neighborhood, commercial area and public space. Lighting designs that complement the setting, age, character, building, and landscape should be used.

8.2.1.9.3 Minimize outdoor lighting intrusion into residential neighborhoods.

8.2.1.9.4 Lights should not blink, flash or change intensity.

8.2.1.9.5 Encourage energy efficient outdoor lighting in new development and, when feasible, as a replacement for existing, high energy outdoor lighting.

8.2.1.9.6 Provide adequate lighting for safety and security.

8.2.1.9.7 Architectural landmarks, entry areas, monuments, and similar features shall be lighted with low-level spotlights, floodlights or wall lights. The light source should not be visible.

***Issue:*** One method to improve HAAF visual environment is to provide screening of unsightly views (i.e., parking lots, storage areas, trash dumpsters, electrical substations, mechanical equipment, etc.). Screening for housing privacy is also an issue. Existing fences used for screening are not standardized in appearance.

***8.2.1.10 Goal:*** Attractive and functional walls and fences throughout Hamilton.

***Policies:***

8.2.1.10.1 Encourage walls and fences which protect security without detracting from the appearance of streets, alleys and other public ways and spaces.

8.2.1.10.2 Discourage the use of chain link fencing and barbed wire. When they are necessary, require their screening with vines, shrubs and other appropriate landscaping.

8.2.1.10.3 Encourage the use of landscaping, vines and other decorative materials to improve the appearance of walled properties in residential areas.

8.2.1.10.4 Trash enclosures and other walls/fences which are incidental to the primary use within a Planning Area should be of a compatible architectural design to the primary buildings and structures.

8.2.1.10.5 Whenever possible, encourage electrical vaults to be placed underground. Where electrical vaults must be above ground, require these installations to be aesthetically screened.

***Issue:*** In general, the existing signing system at HAAF detracts from the overall image of the base exterior by cluttering and confusing the street scene. There is little consistency of sign design, style, color, typeface, location, etc. Signs are not always in harmony with their architectural or landscape settings. Signs are small and often difficult to read; an example is the base directory sign. There are conditions where excessive information is being conveyed, resulting in confusion and potential traffic hazards.

*8.2.1.11 Goal:* Attractive and appropriate signage throughout Hamilton.

***Policies:***

8.2.1.11.1 Establish a sign program that is coordinated and consistent, while offering flexibility.

8.2.1.11.2 Establish the boundaries of Hamilton by marking major entries with uniform signs, landscaping and illumination.

8.2.1.11.3 Encourage the use of uniformly designed entry monuments to identify both residential and non-residential areas.

8.2.1.11.4 Require and enforce master sign programs to be developed and maintained in commercial and other non-residential areas.

8.2.1.11.5 Minimize the number of signs.

8.2.1.11.6 Use standard typography on all signs for effective communication.

8.2.1.11.7 Entry signs shall be integrated with the environment of the entrance.

8.2.1.11.8 Signs attached to buildings shall be composed with existing architectural features.

8.2.1.11.9 Avoid freestanding signs where possible, and consider motorist and pedestrian safety in sign location.

## 8.2.2 GOALS AND POLICIES RELEVANT TO SPECIFIC PLANNING AREAS

**Planning Area 1: Rafael Village**

***Issue:*** Rafael Village is the most visible Planning Area of HAAF and should become an aesthetically appealing asset to Novato.

*8.2.2.1 Goal:* Rafael Village as an attractive neighborhood.

***Policies:***

8.2.2.1.1 Ensure that all new residential development and renovation is compatible with the architectural scale, massing and landscaping of adjoining neighborhoods. To this end:

- Landscape plans for new residential development shall complement neighboring lots, buffer adjoining land uses, and ameliorate variations in size, setbacks or architectural character of nearby buildings.

- New development shall relate structural size and bulk, placement of doors and windows, and setbacks, colors and materials to be compatible with the existing neighborhood.

- Prohibit scale extremes in development, so that multi-story buildings are never allowed adjacent to single-family, low rise residences without adequate setbacks.

8.2.2.1.2 Encourage multi-family residential development which incorporates innovative design appropriate to its site and environs. To this end, encourage multi-family residential site planning which provides residents with shared open space, semi-private common areas and recreational facilities.

8.2.2.1.3 Ensure that new residential development does not front along Ignacio Boulevard (i.e., driveway access).

8.2.2.1.4 Ensure that residential development enhances the streetscape within its neighborhood. To this end:

- Walls protecting residential development shall be landscaped with vines, and/or with trees and shrubs in the setback area.

- Encourage curvilinear wall alignments and meandering sidewalks along the peripheries of residential development.

- Require new residential development to incorporate shade trees on new streets.

8.2.2.1.5 Ensure that residential development avoids architectural monotony. To this end:

- Avoid boxy structures.
- Encourage varied wall and roof lines.
- Relate setback distances to the height of the proposed building in multi-family residential development.

8.2.2.1.6 Ensure that residential development is compatible with its environment. To this end:

- Encourage the incorporation of outdoor features compatible with Northern California's climate including colonnades, patios, automobile courts and the like.

- Encourage architecture consistent with Northern California traditions, including modern interpretations

of California Bungalow, shingle, Monterey, California Ranch, Mission and Spanish Colonial.

- Encourage the use of natural materials, including river rock, brick, wood timbers, glazed and unglazed tile.

8.2.2.1.7 Use the environmental review process to ensure that the environmental and aesthetic qualities of residential projects meet Novato standards and the policies identified in this document.

8.2.2.1.8 If the mature trees in the Planning Area are determined to be healthy, the master developer shall consider retaining as much of the streetscape as possible.

8.2.2.1.9 Underground overhead utility lines as required by the City.

8.2.2.1.10 At subsequent levels of planning, a detailed design program shall be established to address: architecture, landscape/ streetscape, street furniture, lighting, and like design components. The design program shall be compatible with the adjacent neighborhoods. (It should be noted that this is one of two Planning Areas in which Spanish Eclectic architecture is not specifically being recommended.)

**Planning Area 2: Capehart Housing**

***Issue:*** The existing structures in Capehart Housing are unattractive, with carports used for storage, creating a cluttered feeling.

***8.2.2.2 Goal:*** Capehart Housing as an attractive neighborhood.

***Policies:***

8.2.2.2.1 At subsequent levels of planning, a detailed architectural improvement program shall be prepared to address: facade treatments, carport/garage treatments, street furniture and like design features. The architectural improvement program should identify architectural treatments with other design features which are compatible with the architectural style(s). The Spanish Eclectic architectural style is not required in this Planning Area.

8.2.2.2.2 If feasible, underground utility lines.

8.2.2.2.3 Preserve and maintain the existing mature streetscape.

8.2.2.2.4 Preserve and maintain the open space areas.

**Planning Area 4: Commissary Triangle**

Refer to issues, goals and policies in Section 8.2.1 which addresses non-residential uses, Spanish-style architecture, compatibility of land uses, parking, landscaping, and other related design issues.

**Planning Area 5: Exchange Triangle**

Refer to issues, goals and policies in Section 8.2.1 which addresses non-residential uses, Spanish-style architecture, compatibility of land uses, parking, landscaping, and other related design issues.

**Planning Area 6: Town Center**

***Issue:*** The Town Center is the primary focal point at Hamilton with historic buildings which are architecturally significant.

***8.2.2.4 Goal:*** Preservation and enhancement of the Town Center.

***Policies:***

8.2.2.4.1 Any new construction shall be a Spanish architectural style consistent with the existing structures in the area.

8.2.2.4.2 The existing landscaped median shall be extended to create the one acre park/plaza. The park shall be landscaped with similar or complimentary landscape materials as the median is at present. Appropriate street furniture shall be provided (i.e., sitting areas, fountains, lighting, etc.).

Refer to issues, goals and policies in Section 8.2.1 which addresses non-residential uses, Spanish-style architecture, compatibility of land uses, parking, landscaping, and other related design issues.

**Planning Area 7: Hospital Hill**

***Issue:*** The removal of all the structures on Hospital Hill offers unique design opportunities.

***8.2.2.5 Goal:*** An aesthetically appealing development atop Hospital Hill.

***Policies:***

8.2.2.5.1 Preserve and maintain the wooded hillsides to the extent feasible.

8.2.2.5.2 Preserve and enhance the landscaped island in front of the existing Hospital, if feasible.

**Planning Area 8: Bowling Alley**

Refer to issues, goals and policies in Section 8.2.1 which address non-residential uses, compatibility of land uses, Spanish-style architecture, parking, landscaping, and other related design issues.

**Planning Area 9: Officers' Club**

Refer to issues, goals and policies in Section 8.2.1 which address non-residential uses, compatibility of land uses, Spanish-style architecture, parking, landscaping, and other related design issues.

**Planning Area 10: Ballfields**

Refer to issues, goals and policies in Section 8.2.1 which refer to parking, lighting, and street furniture.

**Runway**

Conversion of the runway to wetlands will result in a natural open space with potentially high visual quality. As with most open space areas, appropriate maintenance will prove critical in retaining high visual quality. Please refer to the EIS prepared for the runway by the U.S. Army Corps of Engineers.

**NHP Master Plan**

The approved NHP Master Plan and Design Guidelines contain extensive design guidelines to maintain and create high visual quality in the NHP Master Plan area. The reader is referred to these documents for additional information.

# Hamilton Square

Hamilton Square LLC
Novato, California

April 2014: Conceptual Plans and Elevations

OPTICOS


| Townhouses: Unit Types Summary | | | | |
|---|---|---|---|---|
| Unit Type | No. of Bedrooms | No. of Stories | Sq. Footage | No. of Units |
| Plan A | 3 | 2 | 1,716 | 2 |
| Plan B | 3 | 3 | 1,767 | 16 |
| Plan C | 4 | 3 | 2,148 | 10 |
| Plan D | 2 | 2 | 1,404 | 3 |
| **Totals** | | | | **31** |

| Parking Summary | |
|---|---|
| **Type** | **No. of Spaces** |
| On-Site | |
| Off-street Enclosed | 62 |
| Off-street Open | 17 |
| On-Street New Streets | - |
| **Sub-Total** | **79 (2.5 per Unit)** |
| Off-site | |
| On-street C Street | 8 |
| **Sub-Total** | **8** |
| **Total** | **87** |

| Park Spaces | |
|---|---|
| **Name** | **Sq. Footage** |
| Hamilton Square | 21,860 |
| **Total** | **21,860** |

| Access Points to Site | |
|---|---|
| **Type** | **No. of Entries** |
| Street | 0 |
| Alley | 3 |
| **Total** | **3** |

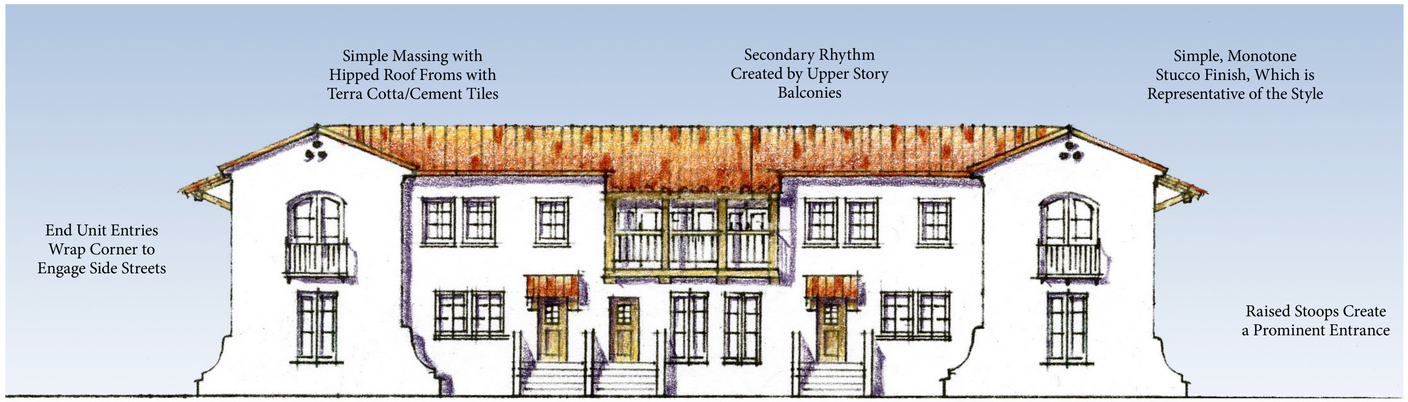
OPTICOS



# Hamilton Square

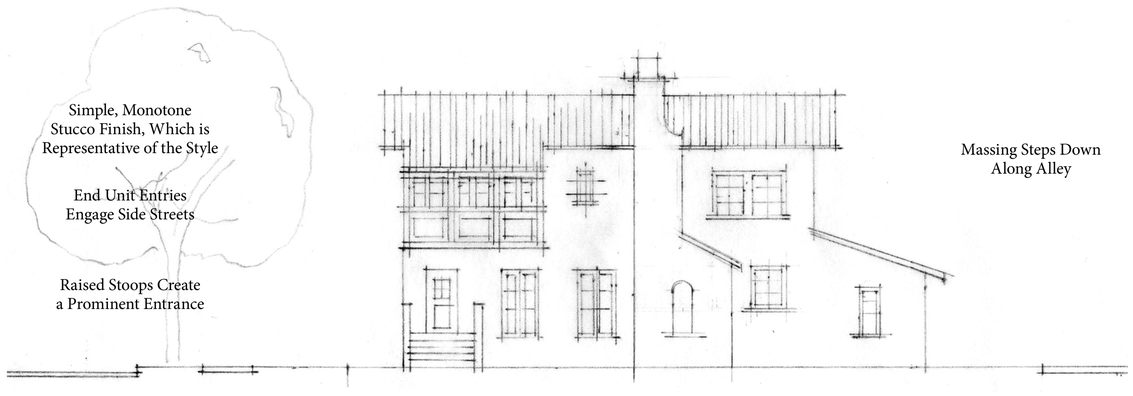
Hamilton Square LLC
Novato, California

Conceptual Design
Scale: As Noted
April 2014: 2




## Two-Story Townhouse: Front Elevation Initial Concept

*Feet* 4 8 12 16




## Two-Story Townhouse: Side Elevation Initial Concept

*Feet* 4 8 12 16

OPTICOS


Berkeley, California

# Conceptual Two-Story Townhouse Elevations

Hamilton Square LLC
Novato, California

Conceptual Design
Scale: As Noted
April 2014: 3


## Three-Story Townhouse: Front Elevation Initial Concept

Feet 4 8 12 16


## Three-Story Townhouse: Side Elevation Initial Concept

Feet 4 8 12 16

# Conceptual Three-Story Townhouse Elevations

Hamilton Square LLC
Novato, California

Conceptual Design
Scale: As Noted
April 2014: 4