



Design Review Commission Meeting

Location: Novato City Hall, 901 Sherman Avenue

THE CITY OF
NOVATO
CALIFORNIA

November 2, 2016

MINUTES

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Mayor
Pat Eklund
Mayor Pro Tem
Denise Athas
Councilmembers
Pam Drew
Josh Fryday
Eric Lucan

City Manager
Cathy Capriola

Present: Marshall Balfe, Chair
Michael Barber
Joe Farrell

Absent: Patrick MacLeamy
Beth Radovanovich

Staff: Hans Grunt, Senior Planner
Matt Gilster, Planner II

CALL TO ORDER / ROLL CALL:

The meeting was called to order.

APPROVAL OF FINAL AGENDA:

The agenda was approved without changes.
M/s: Farrell / Barber; passed 3-0-2

PUBLIC COMMENT: None

CONSENT CALENDAR: None

1. APPROVAL OF DRC MINUTES OF OCTOBER 19, 2016 (MBAR, MBal, JF)

M/s: Farrell/Barber; passed 3-0-2

PUBLIC HEARING: None

CONTINUED ITEMS: None

NEW ITEMS:

PROJECT DESIGN WORKSHOP:

1. Pacheco Plaza Chase Bank (MG)

File: P2016-071; Design Review Workshop

APN: 160-190-13, 402 Ignacio Boulevard

Conduct a public workshop to review and provide comments on the site design, circulation, building massing, and architecture for the demolition and replacement of an existing vacant bank building and drive-thru ATM with a 3,470 square foot single story bank building with a drive-thru canopy and ATM. The building will be 27 feet tall at its highest point measured from the grade. 27 parking stalls will be provided. The project site is located in the Pacheco Plaza Shopping Center at 402 Ignacio Boulevard, APN: 160-190-13.

Planner II Matt Gilster presented the project and gave an overview of the proposal, project site, building architecture, and application process.

Dan Popa, the architect for the project gave a presentation describing the project proposal and gave an overview of the specific project details including landscaping, site design and parking layout.

Public Comments:

None

Summary of Commission Comments:

Commissioner Barber

- Commented approvingly of the landscaping plan but requested that the number of trees to be re-planted should be equal to the number of trees removed.
- Suggested moving the trash enclosure to a more appropriate location away from the main shopping center parking lot.
- Commended the landscaping plan, species choices and pointed out the Chinese elm trees are fast growing.
- Asked the architect to make sure to include all trees that are proposed to be removed on the final landscaping plan.
- Asked the architect to consider placing green walls on the front of the building reflective of this application on other areas in the center; explained that the front of the building looked too bare and more landscaping was needed to break up the sterile concrete effect. The rear of the building is currently screened by landscaping and there is minimal need for additional landscaping in the rear.
- Consider “tilted” trellis design to “reflect” the trellis applied on other locations within the center.

- Suggested the pitch of the hip roof element be reduced.
- Consider relocating the trash enclosure to a less prominent/visible location.

Commissioner Farrell

- Agreed with previous Commissioner comments regarding a slight rearrangement of the landscaping to provide landscaping along the base of the building's front/entry.
- Stated that a more appropriate façade look could be accomplished by adding green wall features similar to other locations in the center, and planters in recesses in the front of the building.
- Asked the applicant to consider adding a defined roof ridge line.
- Agreed that the trash enclosure could possibly be relocated to a less conspicuous location.

Commissioner Balfe, Chair

- Agreed with previous commissioner comments regarding movement of the trash enclosure, recommended looking into eliminating the trash enclosure if the shopping center was already served by a central trash facility.
- Stated that the roof needed some work and suggested providing the Commission with a few options on roof design.
- Agreed that more landscaping should be placed at the front of the building and suggested shifting the building back (towards Ignacio Blvd.) a foot or so to accommodate more landscaping along the base of the building's front.
- Encouraged the applicant to reach out to the absent commissioners for further comments on project details.

GENERAL BUSINESS:

Discussion on appropriate application materials for review.

Commissioners present agreed that they preferred hardcopies of plan sets in addition to the electronic copy of the full agenda packet. The Commissioners followed by requesting a print out of the agenda item staff report(s) also be provided with the plan set copies.

Senior Planner Hans Grunt explained to the Commissioners, the new location for hard copies of agenda item reports and plan sets would be in the bicycle storage closet in the parking garage underneath the City offices.

ADJOURNMENT: M/s Farrell/Barber. The meeting was adjourned at 8:45 p.m.