



THE CITY OF  
NOVATO  
CALIFORNIA

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Mayor Pro Tem  
Josh Fryday  
Councilmembers  
Pam Drew  
Pat Eklund  
Eric Lucan  
City Manager  
Regan Candelario

# Design Review Commission Meeting

Location: Novato City Hall, 901 Sherman Avenue\*

March 15, 2017 – 7:30 p.m.

(No new items will be taken up after 11 p.m.)

## DESIGN REVIEW COMMISSION MEMBERS

Chair: Marshall Balfe, Vice Chair: Patrick MacLeamy  
Michael Barber, Joseph Farrell, Beth Radovanovich  
Steven Hall, Alternate Member

## AGENDA

### CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

#### APPROVAL OF FINAL AGENDA: (COMMISSION MEMBERS)

The Commission may hear agenda items out of the order in which they are listed. Notice is also given that materials that are submitted to members of the Design Review Commission after the agenda packet has been distributed are available for public inspection in the Community Development Department, located at 922 Machin Ave, during normal business hours. Such materials shall also be made available on the City of Novato website at [www.novato.org](http://www.novato.org), when practical and provided that City staff is able to post those documents prior to the meeting. Also, when non-confidential written materials are distributed to members of the Design Review Commission during a public meeting by staff or a member of the Design Review Commission, a copy of the materials shall be made available to members of the public at that meeting.

#### PUBLIC COMMENT: (CITIZENS)

All members of the public wishing to address the Commission are requested to submit a speaker card in advance to the Meeting Recorder. This is also the appropriate time to speak on a Consent Calendar item. The Commission requests that anyone wishing to speak on an agenda item be recognized at the time the item is heard. There is a three-minute time limit per speaker.

#### CONSENT CALENDAR: (COMMISSIONERS)

All matters listed on the Consent Calendar are considered to be routine and will be acted on without discussion by a single action of the Commission. However, a Commission member may remove an item(s) from the Consent Calendar for Commission discussion and action.

### 1. APPROVAL OF DRC MINUTES OF FEBRUARY 15, 2017 (MBAR, JF,PM,BR)

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*\*PLEASE SEE ADDITIONAL PAGE(S) OF AGENDA FOR MORE INFORMATION.*

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Community Development Department at 899-8989. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodations to help ensure accessibility to this meeting.

**PUBLIC HEARINGS: (CITIZENS)**

Interested persons may speak on any of the below-noted CONTINUED or NEW ITEMS up to three minutes per individual; 20 minutes for applicant; 10 minutes per recognized group. Speakers are limited to one opportunity per item, so please be thorough and to the point. Prior to speaking please submit a speaker card to the Meeting Recorder.

**CONTINUED ITEMS:**

**NEW ITEMS:**

**PROJECT DESIGN WORKSHOP:**

**GENERAL BUSINESS:**

2. **DRAFT FORM BASED ZONING CODE – NORTHWEST NEIGHBORHOOD (BB)**

**Conduct a workshop to provide feedback to staff on a draft Form Based Zoning Ordinance applicable to the Northwest Quadrant Neighborhood. The Form Based Code, if approved, will set forth design standards regulating building form e.g. placement of buildings, usable yard space and required parking, on properties within the Northwest Quadrant Neighborhood intended to preserve and enhance the scale and character of the Neighborhood.**

**ADJOURNMENT**

To appeal a final decision of the Design Review Commission, a written letter of appeal and the required appeal fee must be filed with the Community Development Department within 10 calendar days of the decision. The appeal letter must specifically state the basis for the appeal. Additional information on the appeal process can be found in Division 19.54 of the Novato Municipal Code.

If anyone wishes to challenge a project in court, they may be limited to raising only those issues they or anyone else raised at the public hearing described in this agenda or in written correspondence delivered at the public hearing or to the City offices prior to the public hearing.

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AFFIDAVIT OF POSTING

I, Terri Brown, certify that on March 8, 2017, I caused to be posted the agenda of the March 15, 2017 meeting of the Design Review Commission of the City of Novato, California, on the City of Novato.

s/Terri Brown