



THE CITY OF
NOVATO
CALIFORNIA

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

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Denise Athas
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City Manager
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Design Review Commission Meeting

Location: Novato City Hall, 901 Sherman Avenue

August 2, 2017

MINUTES

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

Absent: Marshall Balfe, Chair

Staff: Steve Marshall, Planning Manager
Hans Grunt, Senior Planner
Vivek Damodaran, Planner I

CALL TO ORDER / ROLL CALL:

MacLeamy, Barber, Farrell, and Radovanovich present. Balfe absent.

APPROVAL OF FINAL AGENDA:

M/s: Barber/Radovanovich (4-0-1)

PUBLIC COMMENT: None

CONSENT CALENDAR:

1. **APPROVAL OF DRC MINUTES OF JULY 5, 2017 (MBAL, PM, JF, BR)** M/s: Farrell/Radovanovich (3-0-1-1)
2. **APPROVAL OF DRC MINUTES OF JULY 19, 2017 (MBAL, PM, MBAR, JF, BR)** M/s: Radovanovich/Farrell (4-0-1)

PUBLIC HEARINGS:

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:

**3. GHANY LIVE/WORK PROJECT (VD)
P2016-075; DESIGN REVIEW
CEQA CATEGORICALLY EXEMPT – SECTION 1503
APN 155-020-29**

Consider a design review application to allow construction of a live/work building on a vacant parcel, which is zoned General Commercial (CG), at the southeast corner of Bolling Drive and Marin Valley Drive, APN: 155-020-29. The proposed building is two stories with a combined floor area of 2,240 square feet. This project is subject to design review approval from the Design Review Commission because it is a mandatory process for all new commercial development in Novato, including live/work projects.

Planner I, Vivek Damodaran, presented the revised project proposal and gave an overview of the project scope, and application processes.

The applicant's architect, Jerry Frate, gave a brief presentation describing the changes made to the overall design of the building.

Public Comments: None

Summary of Commission Comments:

Commissioner Farrell

- Feels that the revised design addressed the concerns from the previous hearing.

Commissioner Barber

- Site is tight, challenging; revised articulation has helped immensely
- Window placement seems haphazard, mixed not balanced
- Landscaping, the 'Mock Orange' plants are high water usage, may want to revise the selection to a low water usage plant
- Tulips are the proposed entryway plant, they are smaller and slower growth, you may want to consider a larger entryway plant, maybe consider a 36 inch box instead.

Commissioner Radovanovich

- Needs more details shown in the plans, needs more of a design develop level set of drawings rather than a schematic level set of drawings
- Concerns with massing of the structure

- Concerns with how the building is introduced/sits on the ground, needs clarity on the base and base material
- Windows look mix matched

Commissioner MacLeamy

- Site is constrained, “a lot of project for the site”

M/s Radovanovich/Farrell to approve the design of the proposed live/work as presented on the plans prepared by Jerry Frate dated June 21, 2017 with added condition of approval number 4, stating that final building details shall be reviewed by a subcommittee of the Design Review Commission. The subcommittee will be made up of Commissioner Radovanovich and Commissioner Barber.

Motion passed 4-0-1.

1. Standard Design Review Findings pursuant to Section 19.42.030.F. of the Novato Municipal Code:
 - 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 the Municipal Code, including the Zoning Ordinance and any approve 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 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.*

CONDITIONS OF APPROVAL

The following conditions shall be met to the satisfaction of the *Planning Division of the Novato Community Development Department*:

1. Design Review shall expire two (2) years from the date of approval unless a building permit has been issued and remains valid.
2. The approval granted herein shall not become effective until all appropriate fees billed by the City of Novato to the application account are paid in full in accordance with the City’s cost Base Fee System. Failure to pay said fees may results in the City withholding issuance of related building permit, certificate of occupancy or other entitlements.

3. All grading and construction activities shall comply with the noise and construction hours specified in section 19.22.070 of the Novato Zoning Ordinance.
4. Prior to the issuance of a building permit, a subcommittee of two members from the Design Review Commission shall confirm the window size and placement on the west elevation, door and window trim detail and sidewall/building base details. Exterior building colors shall be confirmed by said subcommittee prior to issuance of a certificate of occupancy.

The following conditions shall be met to the satisfaction of the *Building Division of the Novato Community Development Department*:

5. Project will require a building permit issued by the City of Novato Building Division
6. Project is located within an AO flood hazard zone. Construction must comply with the City's Flood Damage Prevention Ordinance.
7. As a live/work project, all accessibility requirements must be provided for the business areas of the project, including but not limited to parking, bathrooms, etc.
8. Impact fees and school fees will be applicable for this project.

The following conditions shall be met to the satisfaction of the *Engineering Division of the Novato Public Works Department*:

9. Any work within the creek requires permits from permitting agencies.
10. Show details on the rain garden area and the sub-drain under the pavers.
11. All improvements within the public right-of-way shall be per City of Novato standards, (i.e. sidewalk, curb drain), and UCS standards.
12. New sidewalk and driveways shall be monolithic with new curb gutter.
13. A city of Novato encroachment permit is required prior to any trenching, pavement, construction of improvements or any other work in the City's public right-of-way; said permit will be subject to further conditions.
14. A Grading Permit shall be obtained from the City prior to any grading on any parcel unless said grading is exempted under NMC Section 6-5.
15. An Erosion and Sediment Control Plan per the MCSTOPPP template will be required.
16. Show all the utility connections.
17. Submit copies of will serve letters from all service providers for this project.

The following conditions shall be met to the satisfaction of the Novato Fire Protection District:

18. Automatic fire sprinkler system is required per NFPA 13.
19. System supervision is required. All automatic fire sprinkler and alarm systems, flow switches, and control valves shall be monitored by an approved UL Central Station company, zoned and enunciated as required by the NFPD Standard #400.
20. Knox key access required.

The following conditions shall be met to the satisfaction of the *North Marin Water District*:

21. The project must conform to District Regulation 15 – Mandatory Water Conservation Measures. Occupancy approval shall not be granted until compliance with water conservation measures, as applicable, can be verified.
22. Installation of an above-ground, reduced pressure principle backflow prevention device at the meter is required in accordance with the District's Regulation 6 and California Department and health regulations (Title 17). Upon installation, an inspection report (device testing) must be completed and returned to the District prior to the commencement of business activities.

NEW ITEMS:

4. **HAMILTON HOSPITAL (SM)
RESIDENTIAL CARE FACILITY FOR THE ELDERLY
P2015-033; DESIGN REVIEW
APN 157-690-52; 516 HOSPITAL DRIVE**

Conduct a public hearing to consider the final site design, architecture, and landscaping details proposed for the rehabilitation and expansion of the Hamilton Hospital for use as a residential care facility for the elderly.

Planning Manager, Steve Marshall, summarized the proposed site and design details, the process to date and the action being requested of DRC (i.e. approval of final site, landscape and design details).

Applicant Mohammad Javanbakht and the project architect, Ron Metzker of LPAS Architects summarized the final site landscape and building design revisions proposed. The landscape plan and selection and application of ground cover, shrubs and trees was also described. Three options were presented for a connection between the historic hospital and new building addition.

Public Comments: None

Summary of Commission Comments:

Commissioner Farrell

- Likes the proposed refinements, believes they collectively respect the historic hospital structure.
- The new entry portico is well proportioned and appointed with scaled trim detailing.
- Wants to be sure exterior lighting plan is of an amount, size and style, and is functional for safety purposes but, not overwhelming.
- Would like photo examples of plant selection included in conceptual landscape plans.
- Need to ensure a uniform bronze color for different window and door types to be applied.
- Ok with options 1 or 3 for connector wall between historic structure and new addition.

Commissioner Radovanovich

- Beautiful restoration and likes ideas around the design of the new addition.
- Concerned about color match between different window materials.
- Prefers option 3 for connector wall between historic structure and new addition.

Commissioner Barber

- Appreciates design restraint and respect given to historic hospital structure.
- Likes revised scale of inner courtyard.
- Concerned the path of travel to the main entry continues to be not well defined; design features (e.g. walkway scale/configuration, etc.) are needed to better distinguish it from the historic entry.
- Concerned that parking lot shade trees are deciduous.
- Agrees that the color needs to match for the different window materials.
- Prefers option 3 for connector wall between historic hospital structure and new addition.

Commissioner MacLeamy

- Design refinements present a very thoughtful well composed solution – adding to the architectural inventory in Hamilton and should help set the standard for future development in the area.

- Believes the arcade entry will function fine given its articulation and presentation to the main vehicular drop-off; should serve to redirect visitors from the historic entry.
- Feels the outdoor spaces afforded adjacent to the portico and the entry arcade are inviting and will be well used.
- Prefers option 3 for connector wall between historic hospital structure and new addition.
- Only remaining concern is that the color needs to match for the different window materials.

M/s Farrell/Radovanovich to make the required findings to approve the final site, landscape, and architectural details as presented and the general location of the proposed art piece (water fountain) within the plaza at the historic entry as proposed, with the following added: 1) the parking lot shade trees and site lighting details to be reviewed by staff at the time of building permit submittal; 2) selection of Option 3 as the approved connection between the new addition and historic hospital, and 3) the details of the forecourt to the historic hospital and color match between window frames to be confirmed by two members of the DRC.

Motion passed: 3-1-1 (Barber opposed)

M/s Radovanovich/MacLeamy to have commissioners Radovanovich and MacLeamy confirm details of the forecourt to the historic hospital and color match between window frames.

Motion passed: 4-0-1

The Design Review Commission finds that:

- a. The design, layout, size, architectural features and general appearance of the Hamilton Hospital project are 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 final site design, architecture, and landscaping elements of the Hamilton Hospital 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 final site design, architecture, and landscaping elements of the Hamilton Hospital 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.

CONDITIONS OF APPROVAL

1. The final Design Review approval for the Hamilton Hospital project shall expire two years from the date of the Design Review Commission's action taken thereon, within which time a building permit must be obtained and remain valid.

2. No deviation from the approved plans, including color changes or substitution of materials, shall be made without City approval. Minor alterations may be considered by Planning Division staff. Significant design alterations shall be returned to the Design Review Commission for consideration.
3. The approval granted herein shall not become effective until all appropriate fees billed by the City of Novato to the application account are paid in full in accordance with the City's Cost Base Fee System. Failure to pay said fees may result in the City withholding issuance of related building permits, certificate of occupancy, recordation of final maps or other entitlements.
4. The Hamilton Hospital project shall be constructed in accordance with the conditions of approval specified in City Council Ordinance No. 1604, and Resolution Nos. 55-15, 56-15, 58-15, and 59-15, incorporated herein by reference.
5. The developer shall satisfy the requirements of the Novato Zoning Code Division 19.21 – Art Program by either providing an art work(s) with the project or paying a fee in-lieu of the providing an art piece(s) pursuant to the requirements of Division 19.21. If an art work(s) is to be included in the project, the art work(s) shall be presented to the Design Review Commission for review and approval as required by Division 19.21. Compliance with Division 19.21 shall be demonstrated prior to the issuance of any city issued permit (encroachment, grading, or building permit) to commence construction of the Hamilton Hospital project.
6. Samples of the exterior paint colors for the Hamilton Hospital project shall be painted either on the building or on a mock-up to allow review by a subcommittee of the Design Review Commission to determine color compatibility prior to applying the final colors to the building. A minimum of two-weeks advance notice shall be given to Planning Division staff regarding the availability of in-field color samples for review by the subcommittee.

PROJECT DESIGN WORKSHOP: None

GENERAL BUSINESS: None

ADJOURNMENT: 10:30pm