

C STREET VILLAGE *C o h o u s i n g*



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*November 14, 2018
C Street Village Cohousing, NBCH1 LLC*

Part I: Executive Statement

The Applicant (*NBcH1 LLC*) requests *Major Design Review* to entitle a multifamily, 32-unit, condominium community on 2.68 acres in the City of Novato's Hamilton neighborhood (APN 157-980-05). The applicant requests a concurrent *Technical Advisory Committee Review* and to schedule a *Design Commission Workshop (during the month of January 2019)*, followed by a combined Site/Landscape *Design Review*.

The Project is based on the *Cohousing* concept, which strives to create strong neighborhoods through a physical design that keeps cars out of the living area and preserves common space for neighborhood gathering, children playing, and outdoor activities. Extensive common amenities enhance and facilitate an active, sustainable community. This *committed neighborliness* extends to occupancy, and a member-managed Homeowner's Association codified by a traditional HOA Operating Agreement and CC&Rs.

The Project proposes two-story townhomes and flats ranging from two to four bedrooms (840 to 1818 square feet) with up to eight Accessory Dwelling Units (ADU) of one bedroom or studio (approximately 669 square feet, 400 square feet for potential studios). The current design provides 6 ADUs, however, the applicant seeks to reserve two locations for future consideration. Additionally, the Project proposes common *accessory* spaces including the Common House (Club House), Garages, bike and garden sheds, and outdoor common recreation areas.

C Street Village seeks *Affordability by Design* and to be both economically and environmentally sustainable. With that fundamental goal in mind, we propose that our HOA include not only traditional *accessory structures (club house, garages, etc)*, but also include the *Accessory Dwelling Units (ADU)*. HOA ownership provides multiple advantages:

- Fully achieves the spirit of City of Novato Ordinance that precludes ADUs from being sold separately
- City agreements are easier to enforce when dealing with a single entity rather than multiple homeowners
- Simplifies final mapping by creating one contiguous, common parcel
- Accessory structures are only 15 per cent of the Project, but allow for modest homes with access to big spaces
- Fairly shares and distributes the *responsibilities, rewards and isolates the risks* of owning rental property through a member-managed HOA/LLC
- Avoids creating a separate ADU *owner class* whose interests will not always align with the community

Finally, our ADUs are a key element to achieving our *Affordability and Economic Sustainability Plan*. ADUs provide additional *affordable* housing options that address our housing crisis.

Our project embraced participatory design by the future owners. Through a four-workshop process, future owners and residents created a custom neighborhood that combines extensive community amenities and private homes.

Site design is centered on the Commons. The Project's front door is our 3,700 square foot Common House that

transitions from the terrace embracing a large neighborhood green, leading to gardens, spa, play area and connecting paths with outdoor gathering spaces. Pathways connect to Main Gate and C Street allowing pedestrian access.

Finally, the Project will utilize the Planned Unit Development process and seeks Multi-family, medium density, R10 zoning. The proposed zoning is consistent with the current and approved CEQA Mitigated Negative Declaration. Given the site is a corner lot, we propose complying setbacks of 20ft along the double frontage (Main Gate and C Street). Side / rear boundaries are proposed at 10 feet along the west-side boundary, and 5 feet at the north-side boundary (along the parking, garages and ADUs). Both side/rear edges are along existing (west/multifamily) or proposed (north/school district) buffer zones.

For a generation, the corner property at Main Gate and C Street has been an abandoned asphalt lot, screened by fabric covered chain link fence. The project co-founders, both Novato / Hamilton residents, have wanted to improve this site for more than a decade. In 2018 we convinced the owners to sell.

It's time to build cohousing in Marin.

1.1 Background

C Street Village Cohousing (NBcH 1 LLC) currently includes 18 future resident households. The initial core households started meeting in mid-2015 to make sustainable, affordable, intergenerational cohousing a reality in Marin.

Our growing membership is a cross-section of Marin County demographics, including several Novato residents. We represent teachers, pastors, deputies, veterans, nurses, retirees, artists, and entrepreneurs, and include children ranging from newborn to college-age.

Our community is being led and created by the future owners, not out-of-town developers. Project equity comes from the hard-earned savings of middle class families. We organized specifically to create a cohousing community in Novato, and contracted to purchase the property at the beginning of 2018. The group actively seeks and welcomes economic and demographic diversity in its membership. Nearly all our members already live in the Bay Area, and many have deep roots in Marin County.

Community design is the result of a lengthy feasibility and programming effort, and culminated with four weekend workshops during which the architect worked with community members to analyze the site, clarify the program, and evaluate alternatives. The design is the culmination of this thorough, six-month process of considering the resident group's goals and priorities, evaluating alternatives, and assembling a coherent and highly integrated design. Marincoho.com is our website and explains our project vision and goals more thoroughly.

C Street Village engaged *McCamant & Durrett Architects (MDA)* and Cohousing Solutions, the most experienced cohousing designers and development teams in America. Architect Charles Durrett of *MDA* has designed over 50 similar projects, including communities in Cotati, Davis, Emeryville, Nevada City,

Santa Cruz, Grass Valley, Mountain View, and Pleasant Hill. Kathryn McCamant leads development consulting, drawing from the depth of her experience developing all the projects listed above.

As a team, these two have produced dozens of award-winning projects. In the 1980's, they introduced North America to the cohousing concept with their book, *Cohousing: A contemporary approach to Housing Ourselves* (Ten Speed Press, 1988, 1994), and later, *Creating Cohousing: Building Sustainable Communities* (2011). They helped establish Frog Song Cohousing mixed use neighborhood in Cotati, Southside Park Cohousing at 5th and T Streets (1993), and Muir Commons in Davis (1992). The excellent track record of these well-established communities in the region speaks to the success of cohousing as a housing model for contemporary neighborhoods.

1.2 What is CoHousing?

“Some important parts of cohousing are the architecture, the car-free zone and the common house, but it’s the people that really make it a magical experience.”
-Ava (age 12) of Shadowlake Village

The Need...

Dramatic demographic and economic changes in America have created a mismatch between today's households and conventional housing. Single-family houses were designed for a 1950's model family with “a bread-winning father and a full-time housewife.” Contemporary households—characterized by smaller families, women working outside the home, and growing numbers of single parents,

elders, and singles living alone—face a child care crisis, social isolation, and a chronic time crunch, in part because they are living in housing unsuited to their lives.

At the same time, an increasingly mobile society has distanced many Americans from their extended families, a traditional source of social and economic support. Many of us feel the effects of these trends in our own lives. Things that people once took for granted—family, community, a sense of belonging—must now actively be sought out.

Cohousing communities are designed and created to respond to the basic needs of modern households—social contact, informal child care, and economic efficiency—by combining the autonomy of private dwellings with the advantages of *committed neighborliness*.

A Housing Solution...

There are 150+ Cohousing communities nationwide, and dozens in development. Cohousing is an owner-developer, market rate model that seeks to balance ‘committed neighborliness’ with affordability and sustainability. The interest list for C Street Village Cohousing exceeds 500 households, and our national listing has nearly 14,000 hits (cohousing.org).

Resident Involvement...

Homebuyers participate in the planning and design of cohousing communities ensuring a development that responds to their needs and priorities. Residents also fund most of the pre-development costs and are significant investors in the

projects from the very beginning. This resident participation creates “pre-sold” custom neighborhoods.

The cohousing model incorporates proven ideas. Planned retirement communities respond to this need with shared dining and other common facilities. Resident involvement is recognized as a critical aspect in increasing buyer satisfaction and reducing housing management costs. Utilizing conventional forms of ownership such as condominiums, cohousing builds on accepted legal and financial structures. Yet, cohousing communities are unique in combining a participatory planning process, neighborhood design, shared facilities, and resident management to attract all ages and household types. As a result, cohousing communities become cross-generational neighborhoods that support traditional values of family and community.

Households have independent incomes and private lives, but neighbors collaboratively plan and manage community activities and shared spaces. The legal structure is typically an HOA, Condo Association, or Housing Cooperative. Community activities feature regularly-scheduled shared meals, meetings, and workdays. Neighbors gather for parties, games, movies, and other events. Cohousing makes it easy to form clubs, organize child and elder care, and carpool. (cohousing.org)

Because of the high degree of interaction cooperation is essential. Members learn Non-Violent communication and meeting facilitation. This enhances self-development and leads to increased citizenry, not just in the cohousing community but in the broader areas of work and civic life.

1.3 Community Outreach

The applicant requests a Design Workshop be scheduled during the month of **January, 2019**. We will also introduce the project to the neighbors at the Hamilton Forum the evening of **Wednesday, January 9th**.

Over the past three years, our LLC has conducted dozens of informational and organizational meetings available to the public. Our outreach was conducted on our website (marincoho.com) and the Cohousing.org directory listing, through social media sites (Meetup and Facebook), and through open ads (Marinmommies).

Through these events and outreach efforts we’ve grown to currently 18 equity households (pre-sales / equity investors), with nearly 14,000 hits on our national listing, and over 500 emails in our interest database.

January 2015 - October 2018:

- “Novato Cohousing Now” meetup
- Cohousing.org listing
- Katie McCamant Seminar and Booksigning (Sep 2015)
- National Cohousing Meeting
- Getting It Built Workshop
- Monthly and Quarterly Meetings
- Website “Marincoho”
- Email Database
- Facebook Adds
- Design Workshops (1st half 2018)

After October 2018:

- Neighborhood outreach, Public Open House (Dec 2018) & Hamilton Forum
- Design Review Workshop

Part II: Design Review Narrative

2.1 Goals & Site Design

For a generation, the corner property at Main Gate and C Street has been an abandoned, asphalt lot screened by fabric covered chain link fence. *C Street Village* is keenly aware and respectful of Novato's Design Review goals for design, landscaping, site planning and development standards (Novato Ordinance 19.42.030). We...

- Recognize the interdependence of land values and aesthetics in an orderly, harmonious development within the broader community
- Commit to enhancing the site, with high *and economically reasonable* standards for improvement compatible with the surrounding neighborhood
- *Seek to Add Value*, apply standards and respectfully *balance inherent property rights* with the importance of land and development in the *community context*
- Retain and strengthen the visual quality of the community
- Seek *balance and* understanding of the public's concerns for the aesthetics of development *and the need to tackle the Bay Area housing crisis*
- Develop a community that complies with Novato Standards and Guidelines, and does not adversely affect community health, safety, aesthetics or natural resources

We believe C Street Village will deliver these goals and one more--a high quality *community*.

2.2 Community Context & Massing

Height, bulk, and area of buildings and the overall mass and scale of the project in relation to the site characteristics, neighborhood, and surrounding land uses. (19.42.030.E1)

The proposed development consists of one- and two- story residential buildings, with property line setbacks that meet Novato Design Standards. Our proposed design seeks to satisfy City and Hamilton Neighborhood Design Guidelines in the following ways:

The parcel has a land use of Planned District (PD), and is currently zoned Neighborhood, Commercial (CN). However, through the PD design review process, this application seeks re-zoning for multifamily (R10-2.5), consistent with adjacent residential neighborhoods, and the approved CEQA mitigated negative declaration.

Our project responds to the previous application's last public design merits meeting and addresses community concerns with:

- 1) **Reduced Density:** The project has 10 per cent less square footage, fewer bedrooms, and allocates those bedrooms in smaller floor plans
- 2) **Reduced Building Massing:** The project reduces overall volume by 20 per cent, which reduces massing and keeps building heights to one- and two- stories. The project achieves

28% lot coverage (including garages), well below the 40 per cent limit.

- 3) Eliminated direct traffic access onto Main Gate: The project zones parking separate from homes, and replaces the ring road with a simplified drive accessed from C Street.

2.3 Neighborhood Compatibility

Site layout, buffers and setback distances and physical relationship of structures and uses on the site and to surrounding topography, natural resources, uses and structures. (19.42.030.E2)

Orientation to natural site amenities, scenic views, and protection, preservation and integration of scenic, historic and natural resources. (19.42.030.E5)

Location, design, visual screening and access for recycling and refuse disposal. (19.42.030.E15)

The site holds a prominent location along Main Gate Road near the Hamilton neighborhood entrance, and our design seeks consistency and compatibility with its surroundings. All residential, civic and commercial projects along this stretch of Main Gate present side or rear project elements. Not until *Town Center* do the historic setbacks allow for front facing facades along the main street.

Our project seeks consistency with the existing urban fabric and adjacencies. The site is flat and borders a long-time vacant community use parcel owned by Novato Unified School district, and the multifamily, medium-density neighborhood of Lanham Village. Pacheco creek transitions from daylight to underground culvert along the west

edge of the property. Our presence along Main Gate is modest, two-story, rear home facades similar in height, massing and orientation with neighboring Lanham Village.

The Commons

C Street Village is centered on a Commons, which establishes a central organizing axis. This Commons connects C Street Village and the Hamilton neighborhood through a pedestrian gate, and visually connects to the linear park across the street, opposite the site.

The Commons serves as the organizing element for circulation, gathering and play space for the neighborhood. Homes radiate from the central axis and are accessed by paved walks.

Setbacks

The project seeks to balance built space, open space and sensible setbacks from adjacent uses while maximizing building access to daylight. Rather than aligning buildings as a two-story wall along setbacks, only occasionally do project elements come close. The exception is along the north boundary, where the property abuts the vacant and neglected community use parcel we irreverently refer to as the “*asphalt desert*”.

The project proposes setbacks that achieve this balance and are substantially consistent with Novato’s multifamily standards. Measured from property lines, road frontage setbacks achieve 20 feet. Side/Rear setbacks are proposed at 10 feet along the west side/rear, and 5 feet along the north side/rear where garages

with ADUs are proposed. This setback aligns with State law for ADUs, but also shields prevailing winds and the awkward view of the *asphalt desert*. Both side/rear boundaries border existing (west) or proposed (north) buffer zones.

Visual Screening & Recycling Access

Proposed screening is limited to enhance sound mitigation, safety and privacy. No boarder fencing is proposed along the north and west boundaries that run along existing or proposed buffer zones. The *Temple to Recycling* is a screened collection point in the rear of the parking zone.

The approved Mitigated Negative Declaration identifies existing traffic noise as a nuisance to residents of the proposed development. The CEQA document requires home ventilation to allow residents to close windows to reduce traffic noise. In addition to that mitigation, we propose a sound / safety fence, consistent with nearly all Hamilton subdivisions that boarder main arterials, including the adjacent Lanham Village, and recently approved Hamilton Cottages along Hamilton Parkway.

The mitigation is proposed along the Main Gate frontage and at the C Street access drive. The fence mitigates traffic noise, but also, and perhaps more importantly, provides a safety boundary between the steady 25+mph traffic flow along Main Gate, and outdoor recreation areas where children are present.

The fence proposed by our acoustic engineer is five feet high, concrete (CMU) wall with painted plaster finish.

Landscaping, wood gates, wood fence accents, and ceramic tile/mosaic art accents will articulate and improve the pedestrian experience and Hamilton-facing view.

2.4 Site Circulation & Access:

Site access, including pedestrian, bicycle and equestrian access (if appropriate), parking and loading areas (including bicycle parking facilities) and on-site and off-site traffic and pedestrian circulation, access for recycling and refuse collection, loading and disposal. (19.42.030.E3)

Integration of site into the pedestrian and traffic circulation system, including off-site improvements and opportunities for connections to adjoining streets, parks, open space, community facilities and commercial areas. (19.42.030.E6)

Cohousing design creates circulation zones, rather than using a *complete street* approach that must accommodate all modes of circulation at all times. Intra-site circulation is zoned for pedestrian, bikes and autos. Zones provide for more nuanced and intimate spaces creating a range of experiences and hierarchy of spaces.

Pedestrians

Walkability is a great asset for C Street Village. Within a half-mile are two K - 8 schools, a daycare center, South Novato Library, the SMART station, Marin Airporter and a linear park along Pacheco creek. Just beyond are Hamilton Marketplace, Hamilton Town Center, the Hangers, and the Bay Trail.

Pedestrian circulation is a keenly considered organizing element. A well-defined network of landscaped walkways lead from intra-neighborhood sidewalks or parking spaces to the Common House, connects to Commons, gardens, recreation, play spaces, and radiates to each individual home...and back. These trails are connected to Hamilton by pedestrian gates.

Bicycles

Accommodating bicycles is a key program element. The project provides three-single story bike sheds, distributed among residential blocks and along internal pedestrian paths. Sheds provide capacity for 100% of households, far exceeding the 10% development standard, and provides a home for bikes, which allows front porches and garages to serve their primary purpose.

Automobiles

Segregating the automobile from homes is a key design strategy in cohousing. This move creates a pedestrian oriented *modern village* that de-emphasizes the car and enhances spontaneous interaction. This approach is a fundamental departure from the previous application, which required a ring road to connect every *car* to its house.

Our approach provides a simplified driveway that ends at a hammerhead turnaround for fire vehicles similar to the strategy used in the nearby and recently approved *Hamilton Cottages* project. This design was presented to the Fire Marshall during our courtesy preview,

and no conceptual objections were noted.

By focusing on homes for people and de-emphasizing the car, our design results in *60 percent less* asphalt, curb and gutter, and successfully reduces building massing by eliminating the volume of three-dozen garages. This reduced asphalt and lot coverage is returned to residents in the form of private back yards and landscaped greenways, rather than concrete garage aprons.

Cars are limited to C Street access, street parking and the driveway. Garages are placed along the side/rear edge, minimized to reduce massing, and designed as an accessory / tertiary building element. Within the car zone we propose asphalt pavement for the drive, street parking and handicapped spaces. Along the edge and in between, we propose gravel parking spots. This design strategy introduces a less formal “village” feel, calms traffic, and also extends bio-swales to reduce storm runoff velocity and absorb stray vehicle fluids where microbes can clean them away before they reach storm lines.

Parking

Parking always proves one of the most challenging aspects of site design, which must balance aesthetics, safety, efficiency, and speculative demand. Walkability is a key characteristic that reduces the need for car trips and for cars in general. One of this site’s most positive qualities is the walkability to schools, retail and trails, as well as the *4/10ths mile* walk to SMART and other transit options.

C Street Village Cohousing also has the benefit of including many future residents during programming, design and project development. Future cohousing residents are committed to *neighborliness*, but they are also committed to less impactful and more economical living. This commitment extends to the automobile.

During site programming, we committed to minimize individually owned cars, and funding a dedicated on-site car share program (starting with 3 electric vehicles). We then surveyed the 13 future households present, and found a need for 1.25 cars per household and revalidated this with a second survey of 18 future households (September 2018). This standard is similar to numerous other cohousing communities and has served those neighborhoods well.

This validated standard of 1.25 spaces per household plus guest parking drives a need for 51 spaces. In addition, we propose 8 street spaces on land owned by the project. We propose to meet our parking needs with the following:

<i>Shared Garages:</i>	22
<i>Open/Shared/Guest:</i>	26
<i>Car-Share Spaces:</i>	3+
<i>Street Parallel Spaces:</i>	8
<i>Overflow (unpaved, on-site):</i>	8-14
<i>Garage (elevated)</i>	
<i>Tandem:</i>	(0-22)
<i>TOTAL surface (on site):</i>	51
<i>TOTAL w/on site street:</i>	59
<i>TOTAL on-site + overflow:</i>	67-73
<i>TOTAL w/optional tandem:</i>	73-92

Novato's design standard generates 2.1 cars per household plus guest parking for a total requirement of 79 on-site spaces.

This standard would be reduced to 75 spaces by adopting HO Program 3B of the Housing Element (2 vs 2.2 spaces for large multifamily units). However, Section 65915 of the California code (October 9th, 2015) established additional benchmarks:

- (1) Section (p)(1) establishes a maximum parking standard for projects with 10 per cent affordable housing (moderate) generating 70 spaces
- (2) Section (p)(2), for projects located within ½ mile of a major transit stop establishes a 0.5 space per bedroom standard that yields 51 spaces
- (3) Projects that provide 20% moderate or better affordable housing are permitted two concessions.

We believe our project complies with the law for (1) and (3), and our project is within ½ mile walk to SMART. Given our commitment to providing affordability and our commitment to reduced auto dependence, we request a *concession* to allow our project to provide parking through alternate means and in the manner prescribed and managed below.

We believe our design provides parking that our community can live within, and our community proposes managing its parking needs with these strategies:

- *Commit to reduced auto ownership*
- *Active HOA parking management*
- *Establish HOA car-share program*
- *One deeded space per household*
- *Sell garage use separately, which incentivizes and allows households who don't need cars or don't mind parking outside, to avoid this expense*
- *Provide 26 Shared spaces (achieves 1.5 spaces per HH)*
- *Provide 11 Street & car-share spaces*

- *Provide informal, gravel, on-site overflow (8-14 spaces)*
- *Coordinate with SMART and neighbor agencies for occasional shared overnight, overflow parking*
- *Introduce elevated garage tandem parking for households that exceed two cars if the above management strategies are not enough*

While our proposal is a *concession* to Novato standards, given our project’s documented requirement for parking, our commitment to reduced auto dependence, offering on-site car share, proximity to SMART, and our targeted level of affordability, we request the City of Novato **approve** our parking proposal (19.30.050).

2.5 Landscaping Common Space and Private Yards

Landscape elements, integrating opportunities for passive recreation facilities and outdoor use areas and adequate shading of pavement and windows. (19.42.030.E4)

Landscape and common outdoor spaces is serious business in cohousing communities. An entire workshop addresses site goals and establishes a custom program created by the future owner-residents. The Landscape architect is part of site design and establishes quality standards, design concept, and a long-range landscape development plan.

Within our 2.6 acre site, the project invests 38,000 square feet—*twice the previous application*--in creating a hierarchy of high quality active and

passive outdoor spaces that are varied and distributed across the site.

The multipurpose commons anchors and connects the site to the greater Hamilton community, organizes site circulation, and provides a multipurpose grass lawn permitting views, gathering and play. The site provides for shared garden areas, (fenced to keep deer out), gathering nodes of various sizes and character, common play areas, and private backyards:

- Commons & Play: 6,700 SF
- Common Patio: 650 SF
- Pedestrian Street/porches: 12,000 SF
- Gardening & Spa: 3,900 SF
- Private Yards & Decks: 15,000 SF

The central outdoor areas are specifically designed and oriented to bring residents together, and transition between a variety of spaces that support a broad range of activities.

While we have big goals for vibrant outdoor spaces with quality landscaping, cohousing developments also strive for sensible project costs, and to maximize opportunities for group involvement.

Landscape projects present one of best endeavors to balance cost risk with sweat equity. To meet those goals, we provide a robust landscape development plan, while seeking to minimize the initial construction contract to site preparation, infrastructure, turf, common hardscape and key foundational plantings. After move-in...the fun begins, as neighbors come together, roll up their sleeves, and get planting.

Private Yards

All ground level entries have modest, but private fifteen feet deep backyards. These backyards back onto other backyards, creating a more expansive feel. While modest, we believe it is a noteworthy improvement over the previous application that sacrificed private back yards for concrete drive aprons.

Like other cohousing communities backyard fences and landscaping will be worked out by neighbors and meet standards developed during design, and be reviewed by the HOA after move-in. Homes with ground level entries have significant front porches that transition from pathways. The ten upstairs flats have private balconies of approximately 100 square feet that overlook the landscaped pedestrian street.

2.6 House Siting & Internal Design

Articulation in building facades, exterior architectural design details, quality of materials, variation of textures, and harmony of colors. (19.42.030.E7)

Articulation in rooflines and the type and pitch of roofs and/or mechanical screening and overhangs for proper shading and solar access to windows. (19.42.030.E8)

Location, size and spacing of windows, doors and other openings and orientation for passive solar heating and cooling and the provision of awnings, enclosures and overhangs for entryways. (19.42.030.E9)

The proposed building scale and mass fits comfortably within the adjacent residential context, with no building more than two stories, which responds to previous neighbor concerns.

Homes emulate the Craftsman Bungalow goal of “ennobling modest homes for a rapidly expanding American middle class” (Wikipedia, 9/2018). Our simplified, contemporary interpretation has the following features:

- Low-pitched, gabled roof
- Overhangs
- Low front porches
- Shingle with Board & Batten woodwork
- Mixed materials
- Symmetrical
- Contemporary divided-lite windows

Homes are attached, and are similar in length and depth to the adjacent Lanham Village neighborhood with modest back yards and detached parking. The buildings are articulated with varied roof forms, surface materials, and varied depths to further break up massing.

Key site strategies are listed below, and reinforce many established standards from the Hamilton Design Guidelines (especially page 36):

- Homes are shallow and oriented to maximize southern exposure, solar access and daylight
- Front and side yard setbacks are varied to avoid monotony
- Staggered building facades with large entry porches provide transitional spaces, visual interest and clearly defined front doors for each home

Building sides are mindful to provide daylight and also respect privacy. Windows on the sides of the homes are offset or are smaller, high windows to maintain privacy between adjacent buildings.

2.7 Design Relationships

Location and orientation of windows, doorways, and outdoor use areas and the potential for heat, glare, odors, noise or other disturbance from on or off-site sources (i.e., direct sun from west exposures, outdoor lighting, food service areas, recycling and refuse areas, mechanical equipment, roadways, railroads and aircraft overflights, etc.). (19.42.030.E4)

Our architects have learned through the design and research for dozens of many successful projects, that one of the most effective strategies in multifamily design is to have fronts facing fronts and backs facing backs. This provides a clear understanding of public and private and successfully achieves effective zones of interaction and privacy.

Significant Vertical Elements

Towers, chimneys, roof structures, flagpoles, radio, telecommunications and television masts/poles or other small projections (19.42.030.E11)

Currently, there are no towers, chimneys or other significant vertical elements proposed.

2.8 Information Requiring Further Illustration and/or Development:

Signage including the size, type, location, material quality, durability, textures, height, color, light intensity and integration into the building and street design, and the potential for distraction of traffic and/or obstruction of other signs, access ways and sight visibility areas. (19.42.030.E12)

Location, design and standards of exterior illumination, including street lighting and signs. (19.42.030.E13)

Location of utility installations, access for maintenance and visual screening. (19.42.030.E14)

Use of durable quality materials and provisions for long-term maintenance including identification of responsible party and funding source for public improvements and open space areas. (19.42.030.E16)

2.9 Conclusion

Cohousing communities are neighborhoods defined and designed by the future residents to facilitate cooperation, interaction and privacy. Like other cohousing communities, C Street Village will be owned as self-contained condominiums with extensive community facilities and will be managed by a homeowners' association. Although individual homes are designed to be self-sufficient, each with its own kitchen, the common facilities are an important aspect of community life, both for social and practical reasons.

Cohousing Communities offer...

- Balance between privacy and community
- Safe, supportive environments for children and elders
- Practical and spontaneous lifestyle, independent of driving
- Intergenerational neighborhoods
- Environmentally-respectful and sustainable design emphasizing pedestrian access and integrated outdoor spaces

In many respects, the cohousing model is not new. Many of us remember places where people knew their neighbors and were familiar with each other's families over time. Cohousing communities offer a contemporary model for recreating neighborhoods with a sense of place, and the security and the sense of belonging that accompanies it.

For a generation, groups have formed to crack the code and develop a cohousing community in Marin County. Today, after three years of group formation and site hunting, our group has landed a site

contract, developed a design, and is poised to create *C Street Village*...Marin County's first cohousing community, here in Novato.

Part III: Additional Statements Supporting the Master Plan and Precise Development Plan

Written statements describing the development concepts as they apply to the following (19.42.060.E.b):

Additional Statements and Detailed Site drawings will be provided prior to the Design Commission Hearing.

- (1) Type, intensity, form and function of the project
- (2) Utilities (gas, electric, water, sanitary sewer, telephone);
- (3) Public services (police, fire, schools, mail);
- (4) Public conveniences (solid waste, TV, newspapers);
- (5) Public facilities (streets, library, public transportation and parks, including a proposal for meeting [Section 9-20](#) of the Novato Municipal Code);
- (6) Historic or archaeological resources;
- (7) Noise sources;
- (8) Traffic (auto, bike, pedestrian, equestrian);
- (9) Soils, flooding, geologic hazard, seismic hazard;

The civil engineer has evaluated the most recent survey and the FEMA mapping, and initial analysis suggests the 100-year flood plain is significantly less than currently illustrated, and runs roughly with the west property line rather than

encroaching on the site. In late 2018, following final grading of the remediation activities, the applicant will pursue a re-designation with FEMA.

- (10) Storm drainage;
- (11) Shopping (local, regional) and service uses (medical, financial, administrative);
- (12) Wildlife and vegetation; and

The project is not located in the Wildlife Urban Interface (WUI) zones.

- (13) Disposition or management of nondeveloped areas.

Our intent is that the individual airspace condominiums will be defined with a condominium plan at the time the declarations (CC&Rs) are recorded, after approval by the State Department of Real Estate

Notes from Hamilton Design Guidelines

P31-35

Neighborhood entries to establish a clear sense of identify, home; made of well composed blend of signage, lighting, architectural elements and landscaping at perimeter road and main neighborhood road

- At least one specially landscape entry area
- Direct views form entry to neighborhood amenities
- Define outdoor rooms with paving, art, stonework, low decorative wall, landscape
- Harmonize with adjacent streetscape

Sound walls

5 feet max

avoid long undifferentiated stretches of walls, combination of materials textures, jogs berms and landscape; use simple white stucco walls...

4 foot walls

alternative curb and gutter encouraged

4 foot planting strip

19.40.040 - Application Preparation and Filing.

The preparation and filing of applications for land use permits, amendments (e.g., General Plan, Zoning Map, and Zoning Ordinance), and other matters pertaining to this Zoning Ordinance shall comply with the following requirements:

A. Preliminary Review.

1. In conjunction with the Constraints Analysis identified in Subsection B., below, a prospective applicant or agent is strongly encouraged to request a preliminary review with the Department before completion of project design and the formal submittal of a permit application.

A preliminary application is reviewed by the Technical Advisory Committee (TAC), which includes staff from the building, planning and engineering divisions, and the police and fire departments and other responsible agencies as determined appropriate.

2. A request by an applicant for preliminary review shall be accompanied by preliminary project plans and designs and the required filing fee.

3. The reviewing TAC members will inform the applicant of requirements as they apply to the proposed development project, provide a preliminary list of issues that will likely be of concern during formal application review, suggest possible alternatives or modifications to the project, and identify any technical studies that may be necessary for the environmental

review process when a formal application is filed.

4. Neither the pre-application review nor information and/or pertinent policies provided by the Department shall be construed as a Department recommendation for approval or disapproval of the application/project.

B. Constraints Analysis. A prospective applicant or agent is strongly encouraged to utilize the City's Constraints Analysis Guidebook before formally applying to the City for the desired land use permit or other approval on sites with high environmental value or significant hazards, as identified by the General Plan, and/or the overlay zoning districts of [Division 19.16](#) of this Zoning Ordinance.

1. *Applicability.* The Constraints Analysis Guidebook is a planning tool established by the General Plan to assist applicants in designing and developing a project that minimizes or preferably avoids negative environmental impacts.

2. *Relationship to CEQA Review.* Recognizing that project review in compliance with the California Environmental Quality Act (CEQA) is required for all discretionary projects, it is desirable to use the Constraints Analysis Guidebook to improve the overall design of a project at the earliest possible stage of project development.

3. Review Process.

a. After filing by the applicant, the Constraints Analysis is reviewed and evaluated by appropriate Department staff and/or representatives of other agencies designated/invited by the Director.

b. Following the review, the applicant will be provided a written copy of the comments.

c. The applicant may request that Department staff assist in explaining the Department conclusions and recommendations.

C. Application Contents, Fee. Applications shall be submitted on the forms provided by the Department, and shall include all information, materials and submittals required by the Department for the specific type of application (e.g., Use Permit, Variance, Master Plan etc.) and the following:

1. *Application Filing Fees.* Application filing fees, as defined by Council resolution and a deposit sufficient to cover the estimated cost of processing the application; an
2. *Indemnification Agreement.* An agreement in compliance with [Section 19.40.050](#) (Indemnification); and
3. *Cost Recovery Agreement.* A cost recovery agreement, as applicable, with form and content acceptable to the City Attorney, wherein the applicant agrees to reimburse the City for all costs incurred in the processing of the application that are in excess of the filing fee and initial deposit; and
4. *Other Information.* The application shall include any additional information determined necessary by the Director to conduct a review and analysis in accordance with the California Environmental Quality Act and with the General Plan, and all applicable provisions of this Zoning Ordinance and Municipal Code.

D. *Eligibility, Filing.* All land use permit and other applications required by this Zoning Ordinance shall be filed with the Department. Applications may be made by:

1. The owner of the subject property; or
2. Any other person, agent, or representative, with the written consent of the property owner.
3. Land use actions may also be initiated by the Director or City Council.

([Ord. No. 1576, § 2 \(Exh. A, amd.\)](#), 10-23-2012)