



Design Review Commission Meeting

Location: Novato City Hall, 901 Sherman Avenue

THE CITY OF
NOVATO
CALIFORNIA

October 3, 2018

MINUTES

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

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

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

Absent: MacLeamy

Staff: Hans Grunt, Senior Planner

City Manager
Regan M. Candelario

CALL TO ORDER / ROLL CALL:

The meeting was called to order at 7:05p.m.

APPROVAL OF FINAL AGENDA:

M/s: Farrell/Radovanovich to approve agenda 3-0-1

PUBLIC COMMENT: None

CONSENT CALENDAR:

1. APPROVAL OF MINUTES OF SEPTEMBER 19, 2018 (Mbar, JF, PM)

Continued due to lack of quorum of Commissioners at Sept. 19th hearing.

PUBLIC HEARING: None

CONTINUED ITEMS: None

NEW ITEMS: None

PROJECT DESIGN WORKSHOP:

2. DESIGN STANDARDS FOR OUTDOOR DINING, PARKLETS, AND EXTERIOR SALES DISPLAYS IN THE DOWNTOWN (RT)

General discussion and input to staff regarding the future development of design standards for Outdoor Dining, Parklets, and Exterior Sales Displays in the Downtown. The Commission's initial input will be included in a report to the City Council for their consideration in providing staff direction in developing design standards at the City Council's October 9, 2018 regular meeting. Once prepared, draft design standards for Outdoor Dining, Parklets, and Exterior Sales Displays in the Downtown will be brought back to the Commission for its formal recommendation to City Council.

Public Works Director, Russell Thompson, introduced the effort to establish standards and design guidelines for Outdoor Dining, Parklets, and Exterior Sales Displays in the Downtown and presented a PowerPoint including examples for said features in other municipalities. Thompson clarified this workshop is for initial feedback, namely clarification on the purpose, scope and content of guidelines.

Commission feedback:

Agree with need for guidelines.

A primary "driver" for outdoor space is food, and beverage service.

Need for standards/compatibility in design, including but not limited to:

- decking size and dimensions e.g. conform with width of store front
- decking material(s)
- railing (mainly open to through views)
- planters
- shade features
- furniture
- colors
- lighting, and signs, if allowed

Creative options to standards should be permitted subject to a design review process.

Coordinate bike parking and pet areas.

Consider addressing outdoor entertainment opportunities and restrictions – namely noise management.

GENERAL BUSINESS: None

ADJOURNMENT: The meeting was adjourned at 8:00p.m.