



City of Richmond Design Review Board AGENDA

Wednesday, March 8, 2023, at 6:00 pm
Multi-Purpose Room, Community Services Building,
Basement, 440 Civic Center Plaza, Richmond CA 94804

COMMUNICATION ACCESS INFORMATION: This meeting is being held in a wheelchair accessible location. To request disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Laura Marquez, ADA Coordinator, at (510) 620-6974 at least three business days before the meeting date.

Roll Call	Brian Carter, Chair Marcus L. Christeson Vice Chair	Kimberly Butt Leah Marthinsen	Michelle Hook
Introductions	Introduction of staff members and other guests.		
Approval of Minutes	None		
Approval of Agenda	At the discretion of the Chair, items on the agenda may be heard in an order different from that which appears on the agenda.		
Meeting Procedures	Members of the public attending a Design Review Board meeting for the first time are encouraged to read the "Meeting Procedures" information following the agenda.		
Public Forum	Anyone who wishes to address the Board on a topic that is not on the agenda must file a speaker form with the staff 2 minute limit.		
City Council Liaison Report	The City Council member serving as liaison to the Board may make a report on City Council actions of interest to the Board.		
Consent Calendar	Applications that are considered routine by Planning Staff have been placed on the consent calendar marked "CC" on the agenda with a recommendation to approve, conditionally approve, or continue the item to a date certain. The Board may act in one motion to adopt the staff recommendations on those items. Items number(s) to be considered: 0		
Appeal Date	The appeal date for actions taken by the Board at this meeting is no later than 5:00 pm on Monday, March 20, 2023.		

Public Hearing(s)

1. PLN21-046	NEW DUPLEX
Description	PUBLIC HEARING TO CONSIDER A REQUEST FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A NEW ±3,900 SQUARE-FOOT, TWO-STORY DUPLEX ON A VACANT PARCEL.
Location	SOUTHWEST INTERSECTION OF SOUTH 20TH STREET AND CUTTING BOULEVARD
APN	544-292-024, 544-292-025
Zoning	CM-1, COMMERCIAL MIXED-USE, RESIDENTIAL
Applicant	KYLE TAM (OWNER)
Staff Contact	LYDIA ELIAS
	Recommendation: CONDITIONAL APPROVAL

2. PLN22-259 PLANT MEDICINE PARK
 Description PUBLIC HEARING TO CONSIDER A RECOMMENDATION TO THE PLANNING COMMISSION FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A CANNABIS CULTIVATION FACILITY THAT INCLUDES FOUR (4) GREENHOUSES, LANDSCAPING AND SITE IMPROVEMENTS.
 Location VACANT PARCELS ON FREETHY BOULEVARD, WEST OF GOODRICK AVENUE AND RICHMOND PARKWAY
 APN 408-220-003, -032, -033, AND -034
 Zoning IA, INDUSTRIAL AGRICULTURE
 Owners JOE & HEIDI SHEKOU
 Applicant ASHWIN GULATI
 Staff Contact ROBERTA FELICIANO Recommendation: **RECOMMENDATION TO THE PLANNING COMMISSION**

3. PLN18-304 KIM RESIDENCE
 Description PUBLIC HEARING TO CONSIDER A DESIGN REVIEW PERMIT TO CONSTRUCT A ±3,400 SQUARE-FOOT RESIDENCE ON A VACANT PARCEL.
 Location SOUTH OF 5751 SKYVIEW PLACE
 APN 433-492-003
 Zoning R-H, HILLSIDE RESIDENTIAL
 Applicant CLARISSA KIM
 Staff Contact HECTOR LOPEZ Recommendation: **HOLD OVER TO A FUTURE MEETING**

Board Business **A. Staff reports, requests, or announcements**

B. Board member reports, requests, or announcements

Adjournment The next meeting of the City of Richmond Design Review Board is scheduled on **Wednesday, March 22, 2023.**

MEETING PROCEDURES

Function of a Public Hearing A public hearing is intended to inform the public of pending proposals and to enable members of the public to present relevant information and viewpoints before any Board action. The Board encourages community participation at its meetings and has established procedures that are intended to accommodate public input in a timely manner as follows.

Speaker Registration Persons wishing to speak on a particular item on the agenda must file a speaker form with the staff prior to the Board's consideration of the item. Once discussion on the agenda item begins, only those persons who have previously submitted speaker forms will be permitted to speak on the item.

Consent Calendar Applications that are considered routine by the Staff have been placed on the consent calendar with a recommendation to approve, conditionally approve, or continue the item to a date certain. The Board may act in one motion to adopt the staff recommendations on those items.

Prior to voting on the consent calendar, the Chair will ask if any member of the public wishes to speak on any of the items listed on the consent calendar. If you wish to speak, please rise and request that the agenda item be removed from the consent calendar. Items removed will be discussed in the numerical order listed in the agenda.

Public Hearing Procedure

1. Chair identifies the agenda item and explains any deviation from the standard speaker rules.
2. Staff presents a brief project summary and makes a preliminary recommendation.
3. Board members may ask questions of Staff regarding the proposal.
4. Chair opens the public hearing.
5. Applicant is invited to describe and explain the proposal 5 minute limit.
6. Registered speakers 2 minute limit.
7. Applicant may make rebuttal comments 2 minute limit.
8. Board members may ask follow-up questions of the speakers at any time.
9. Staff presents a final summary and recommendation.
10. Board members discuss the proposal and vote to either to close or to continue the public hearing to a specific date.
11. If the public hearing is closed, Board members further discuss the proposal and vote to approve, to approve with conditions, or to deny the application.
12. Chair informs the audience of the Board's action and appeal process.

Appeals Decisions of the Design Review Board may be appealed to the City Planning Commission within ten days. Appeals must be submitted to the Planning Department's office in writing and must indicate the reasons that the Board's action should be reversed.

Legal Challenge Notice If you challenge a decision on any of the items on this agenda in court, you may be limited to only those issues you or someone else raised at any public hearing on the item challenged, or in written correspondence delivered to the public entity conducting the hearing at, or prior to, the public hearing.

Meeting Time Limits If all of the agenda items are not completed by **9:00 PM**, the items remaining shall be continued to the next regular meeting unless the Board votes to extend the meeting.

Staff Reports and Tentative Recommendations Copies of the Staff reports for the public hearing items on this agenda can be viewed on the City of Richmond's website at <http://www.ci.richmond.ca.us/documentcenterii.asp>. Go to Planning and Building Services > Planning Division > Boards and Commissions > Design Review Board > Reports.

Cell Phones Please silence all cell phones, pagers, and other electronic device