



City of Richmond Design Review Board AGENDA

Wednesday, December 11, 2019 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 Bruce Soublet, ADA Coordinator, at (510) 620-6509 at least three business days before the meeting date.

Roll Call	Jonathan Livingston, Chair Michael Hannah, Vice-Chair	Kimberly Butt Karlyn Neel	Jessica Fine Macy Leung
Introductions	Introduction of staff members and other guests.		
Approval of Minutes	From the meeting held on November 13, 2019.		
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: 4		
Appeal Date	The appeal date for actions taken by the Board at this meeting is no later than 5:00 pm on Monday, December 23, 2019.		
Public Hearing(s)			
1. PLN19-069	KENNEDY ADDITION		
Description	PUBLIC HEARING TO CONSIDER A REQUEST FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A ±350 SQUARE FOOT SECOND-STORY ADDITION TO AN EXISTING RESIDENCE.		
Location	1647 SAN BENITO STREET		
APN	508-292-007		
Zoning	RL-2, SINGLE FAMILY LOW DENSITY RESIDENTIAL		
Owner	DONNA AND CHARLES KENNEDY		
Applicant	ADAM MILLER, SIDELL PAKRAVAN ARCHITECTS		
Staff Contact	EMILY CARROLL	Recommendation: CONDITIONAL APPROVAL	

2. PLN19-054 TAPATIO RESTAURANT COMMERCIAL ADDITION
Description PUBLIC HEARING TO CONSIDER A REQUEST FOR A DESIGN REVIEW PERMIT TO CONSTRUCT A ±1,800 SQUARE FOOT ADDITION TO AN EXISTING RESTAURANT.
Location 910 23RD STREET
APN 528-162-001
Zoning CM-3, COMMERCIAL MIXED-USE
Applicant VICTOR ARANDA (OWNER)
Staff Contact HECTOR LOPEZ Recommendation: **CONDITIONAL APPROVAL**

3. PLN19-259 TWO NEW TOWNHOMES
Description **(HOLD OVER FROM NOVEMBER 13, 2019)** PUBLIC HEARING TO CONSIDER A REQUEST FOR A DESIGN REVIEW PERMIT TO CONSTRUCT TWO ATTACHED SINGLE FAMILY DWELLINGS ON A 5,300 SQUARE FOOT VACANT PARCEL.
Location 657 HARBOUR WAY
APN 534-181-004 AND 534-181-005
Zoning CM-2, COMMERCIAL MIXED USE, NEIGHBORHOOD
Owner ORANT LLC
Applicant MAGNOLIA SABRINA ELLIS
Staff Contact HECTOR LOPEZ Recommendation: **CONDITIONAL APPROVAL**

CC 4. PLN19-230 HOME 2 SUITES HOTEL
Description PUBLIC HEARING TO CONSIDER A DESIGN REVIEW PERMIT AND ADJUSTMENT TO THE RICHMOND BAY SPECIFIC PLAN STANDARDS FOR THE CONSTRUCTION OF A 4-STORY, 102 ROOM HOTEL ON A VACANT PARCEL LOCATED BETWEEN 1951 & 2157 MEEKER AVENUE.
Location MEEKER AVENUE
APN 560-170-018
Zoning SP-2, RICHMOND BAY SPECIFIC PLAN
Owner HBF WESTGROUP PROPERTIES, LLC
Applicant MEEKER AVE LLC
Staff Contact LINA VELASCO Recommendation: **CONDITIONAL APPROVAL**

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, January 22, 2020.**

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 speakers2 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 devices during the meeting.