



City of Richmond Design Review Board AGENDA

Wednesday, June 8, 2011 at 6pm
Civic Center Multipurpose Room, Basement Level
440 Civic Center Plaza, Richmond CA 94804

- Roll Call** Andrew Butt, Chair Otheree Christian Eileen Whitty Vacant
Raymond Welter, Vice Chair Michael Woldemar Don Woodrow
- Introductions** Introduction of staff members and other guests.
- Approval of Minutes** **Minutes for the meeting(s) held on May 11, 2011.**
- 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 staff2 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** **Item number(s): 2, 3**
- Appeal Date** The appeal date for actions taken by the Board at this meeting is no later than **5:00 p.m. on Monday, June 20, 2011.**

Public Hearing(s)

- 1. PLN09-161 NEW SINGLE-FAMILY RESIDENCE ON TREMONT AVENUE**
Description **(Held Over from 5/25/2011)** REQUEST FOR DESIGN REVIEW APPROVAL FOR A ±2,400 SQUARE FOOT, TWO-STORY, RESIDENCE IN THE TISCORNIA ESTATE PLAN AREA.
- Location 500 TREMONT AVENUE
APN 558-282-020
Zoning TISCORNIA ESTATE SPECIFIC PLAN AREA
Owner ROBERT CLEAR
Applicant TUAN LE
Staff Contact JONELYN WHALES Recommendation: **CONDITIONAL APPROVAL**
- CC 2. PLN11-072 PORCH RESTORATION ON E. SCENIC AVENUE**
Description REQUEST FOR DESIGN REVIEW APPROVAL TO REMOVE AN EXISTING FRONT DECK AND RESTORE THE ORIGINAL PORCH OF AN EXISTING RESIDENCE, A CONTRIBUTING STRUCTURE TO THE POINT RICHMOND HISTORIC DISTRICT.
- Location 221 E. SCENIC AVENUE
APN 556-134-031
Zoning SFR-2 (SINGLE-FAMILY VERY LOW DENSITY RESIDENTIAL)
Owner THOMAS K & SHIRLEY R BUTT
Applicant DANIEL BUTT
Staff Contact HECTOR LOPEZ Recommendation: **CONDITIONAL APPROVAL**

CC 3. PLN11-055	CONCESSION STAND AT HOME DEPOT ON SAN PABLO AVENUE
Description	RECOMMENDATION TO THE PLANNING COMMISSION ON THE DESIGN REVIEW PERMIT FOR A NEW 347 SQUARE-FOOT CONCESSION STAND LOCATED NEAR THE ENTRANCE OF THE RICHMOND HOME DEPOT.
Location	11939 SAN PABLO AVENUE
APN	513-340-052
Zoning	C-2 (GENERAL COMMERCIAL)
Owner	ADACHI FLORIST & NURSERY
Applicant	SOUTHWEST CONCESSIONS INC.
Staff Contact	HECTOR ROJAS
	Recommendation: RECOMMENDED APPROVAL TO THE PLANNING COMMISSION

Board Business

- A. Staff reports, requests, or announcements
 1. Continue discussion on landscape bond procedures – staff is working with Parks and Recreation on finalizing the bond procedures.
 2. Review and discuss possible amendments to RMC 15.04.810.030 (Fencing and Landscaping Standards, Residential Properties) and RMC 15.04.820.010 (Fencing and Landscaping Standards, Commercial Properties) – staff is currently setting up a DRB meeting in July with members of the Parks and Recreation Commission, Redevelopment, Arts and Culture Commission, and Planning.
 3. Review and discuss possible amendments to RMC 15.04.930 (Design Review) to include DRB jurisdiction over City projects – Planning staff and the Legal Department are researching the City’s charter to review past procedure.
- B. Board member reports, requests, or announcements

Adjournment

The next meeting of the City of Richmond Design Review Board is scheduled on Wednesday, June 22, 2011.

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. Applicant is invited to describe and explain the proposal 5 minute limit.
5. Registered speakers 2 minute limit.
6. Applicant may make rebuttal comments 2 minute limit.
7. Board members may ask follow-up questions of the speakers at any time.
8. Staff presents a final summary and recommendation.
9. Board members discuss the proposal and vote to either to close or to continue the public hearing to a specific date.
10. 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.
11. 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 Council within ten days. Appeals must be submitted to the City Clerk’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: 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.