AGENDA
REGULAR MEETING
OF THE
DESIGN REVIEW BOARD

Wednesday, October 5, 2016
7:30 PM
El Cerrito City Hall
Council Chambers
10890 San Pablo Avenue

This Meeting Place Is Wheelchair Accessible

Roll Call: Chair: John Thompson; Board Members: Carl Groch, Christophe Laverne, Maggie Leighly, and Glenn Wood.

1. Comments from the Public
   (Each speaker is limited to a maximum of 3 minutes)

2. Approval of Minutes
   Approval of the minutes of the March 2, 2016, May 4, 2016, July 6, 2016 meeting.

3. Board Member Communication/Conflict of Interest Disclosure
   This time on the agenda is reserved for Board Members to disclose communications from individuals regarding specific agenda items or to state a potential conflict of interest in relation to a specific agenda item.

4. Public Hearing – Chin addition
   Application: PL16-106
   Applicant: Peter Gilbert
   Location: 434 and 436 Richmond Avenue
   APN: 504-112-023
   Zoning: RD (Duplex Residential)
   General Plan: Medium-Density Residential
   Request: Design Review Board consideration of a Design Review application for a new detached one-car garage.
   CEQA: Categorically Exempt, Section 15303, Class 3: New Construction Projects

COMMUNICATION ACCESS INFORMATION
To request a meeting agenda in large print, Braille, or on cassette, or to request a sign language interpreter for the meeting, call Noel Ibalio, Staff Liaison at (510) 215-4330 (voice) at least FIVE (5) WORKING DAYS NOTICE PRIOR TO THE MEETING to ensure availability.

10890 San Pablo Avenue, El Cerrito, CA 94530 Tel: (510) 215-4330
E-mail: nibalio@ci.el-cerrito.ca.us
5. **Staff Communications**

6. **Adjournment**
MINUTES
REGULAR MEETING OF THE DESIGN REVIEW BOARD

Wednesday, March 2, 2016
7:30 PM
El Cerrito City Hall
Hillside Conference Room
10890 San Pablo Avenue

This Meeting Place Is Wheelchair Accessible

Roll Call: Board Members: Carl Groch, Christophe Laverne, and Glenn Wood. Board Members Leighly and Thompson had excused absences.

1. Comments from the Public
   No comments were received.

2. Approval of Minutes
   Motion to approve the February 4, 2015 meeting minutes: Groch, 2nd; Wood.
   Vote:
   Ayes: Groch, Laverne, Wood
   Noes: None
   Abstain: None
   Absent: Leighly, Thompson
   Approval of the minutes of the January 7, 2015, October 7, 2015, and February 3, 2016 meetings were continued to the next meeting.

3. Board Member Communication/Conflict of Interest Disclosure
   Nothing was reported.

4. Study Session – 10534 San Pablo Ave Study Session
   Application: PL15-0097
   Applicant: I Kuan Choi
   Location: 10534 San Pablo Avenue
   APN: 503-233-015
   Zoning: TOMIMU (Transit Oriented Mid-Intensity Mixed Use)
   General Plan: TOMIMU (Transit Oriented Mid-Intensity Mixed Use)

COMMUNICATION ACCESS INFORMATION
To request a meeting agenda in large print, Braille, or on cassette, or to request a sign language interpreter for the meeting, call Noel Ibalio, Staff Liaison at (510) 215-4330 (voice) at least FIVE (5) WORKING DAYS NOTICE PRIOR TO THE MEETING to ensure availability.

10890 San Pablo Avenue, El Cerrito, CA 94530  Tel: (510) 215-4330
E-mail: nibalio@ci.el-cerrito.ca.us
Request: A study session for exterior changes to an existing building and construction of a new mixed-use building containing 1 commercial unit, 1 live/work unit and 1 residential unit.

Senior Planner, Sean Moss presented the staff report and answered questions from the Board.

The project applicant, I. Kuan Choi and the project architect, Jonathan Livingston presented the project and answered questions from the Board.

The Board discussed the project and gave comments to the applicant.

No Comments from the public were received.

5. **Staff Communications**
   Nothing was reported

6. **Adjournment**
   8:45 p.m.
ROLL CALL: Chair: Maggie Leighly; Board Members: Carl Groch, Christophe Laverne, and John Thompson. Boardmember Glenn Wood was absent.

1. Comments from the Public
   No comments were received.

2. Approval of Minutes
   Motion to approve the January 7, 2015 meeting minutes: Leighly, 2nd: Thompson.
   Vote:
   Ayes: Groch, Leighly, Thompson
   Noes: None
   Abstain: Laverne
   Absent: Wood

   Motion to approve the October 7, 2015 meeting minutes: Laverne, 2nd: Leighly.
   Vote:
   Ayes: Groch, Laverne, Leighly, Thompson
   Noes: None
   Abstain: None
   Absent: Wood

   Motion to approve the February 3, 2016 meeting minutes: Leighly, 2nd: Thompson.
   Vote:
   Ayes: Groch, Leighly, Thompson
   Noes: None
   Abstain: Laverne
   Absent: Wood
Motion to approve the April 6, 2016 meeting minutes: Leighly, 2nd: Thompson.
Vote:
Ayes: Groch, Leighly, Thompson
Noes: None
Abstain: Laverne
Absent: Wood

Approval of the March 2, 2016 meeting minutes was continued due to a lack of a quorum.

3. Board Member Communication/Conflict of Interest Disclosure
Nothing was reported.

4. Public Hearing - 10534 San Pablo Ave Design Review
Application: PL15-0097
Applicant: I. Kuan Choi
Location: 10534 San Pablo Avenue
APN: 503-233-015
Zoning: TOMIMU (Transit Oriented Mid-Intensity Mixed Use)
General Plan: TOMIMU (Transit Oriented Mid-Intensity Mixed Use)
Request: Design Review Board consideration of exterior changes to an existing building and construction of a new mixed-use building containing 1 commercial unit, 1 live/work unit and 4 residential units.
CEQA: Categorically Exempt, Section 15332, Class 32: In-Fill Development Projects

Senior Planner, Sean Moss presented the staff report and answered questions from the Board.

The applicant, I. Kuan Choi, and the project architect, Jonathan Livingston, addressed the Board and answered questions.

The public hearing was opened.

Ken Berndt addressed the Board.

The public hearing was closed.

Motion to approve application PL15-0097 with the additional Conditions of Approval:

- The project shall be constructed pursuant to the elevations on Sheet A3 of the approved plans, without the metal accent above the southern entry.
- The 48-inch box tree located behind the proposed new building shall be Diospyros kaki (Fuyu Persimmon) instead of Quercus Agrifolia.
- The areas labeled as “D.G. Pathway” located behind the proposed new building shall be pea gravel instead of decomposed granite.
- The required parking lot tree(s) shall be Cercis occidentalis (Western Redbud). (See Condition of Approval #7.)

Motion: Thompson, 2nd Leighly.
Vote:
Ayes: Groch, Laverne, Leighly, Thompson
5. **Staff Communications**
   Staff updated the Board regarding upcoming agenda items.

6. **Adjournment**
   8:34 p.m.
MINUTES
OF THE
DESIGN REVIEW BOARD

Wednesday, July 6, 2016
7:30 PM
El Cerrito City Hall
Council Chambers
10890 San Pablo Avenue

This Meeting Place Is Wheelchair Accessible

Roll Call: Chair: Maggie Leighly; Board Members: John Thompson, and Glenn Wood. Carl Groch, Christophe Laverne had excused absences.

1. Election of Chair and Vice-chair
   John Thompson was elected Chair and Glenn Wood was elected as Vice-chair.

2. Comments from the Public
   No comments from the public.

3. Approval of Minutes
   No quorum to approve the minutes.

4. Board Member Communication/Conflict of Interest Disclosure
   This time on the agenda is reserved for Board Members to disclose communications from individuals regarding specific agenda items or to state a potential conflict of interest in relation to a specific agenda item.

5. Public Hearing – Wu Apartments
   Application: PL15-0100
   Applicant: Eva Wu
   Location: 5730 El Dorado Avenue
   APN: 510-045-0062
   Zoning: RM (Multi-Family Residential)
   General Plan: High-Density Residential
   CEQA: Categorical Exemption, Section 15332, Class 32: In-fill Development.
Senior Planner Noel Ibalio presented the case and answered questions from the board and the public.

Howdy Gaudy generally liked the project and offered that the applicant include parking for electric cars.

The Board added the following conditions of approval.

1. Prior to the submittal of the building permit plans, the applicant shall revise the plans to add a visibly prominent gate at the entrance that incorporates an illuminated building address, an entry intercom system, an awning, and a mailbox enclosure.

2. Prior to the submittal of the building permit plans, the applicant shall revise the plans to add an entry accent colored door, roof/awning, external light, address, doorbell, and a permeable walkway leading up to the patios for units 1 and 2 adjacent to the street.

3. Prior to the submittal of the building permit plans, the applicant shall revise the plans to add more window area in the laundry room. The bottom of the sill must be at the same height as the counter.

6. **Staff Communications**
   El Dorado townhomes will be before the Board in August.

7. **Adjournment**
   8:30 p.m.
I. SUBJECT
Application: PL16-106
Applicant: Peter Gilbert
Location: 434 and 436 Richmond Avenue
APN: 504-112-023
Zoning: RD (Duplex Residential)
General Plan: Medium-Density Residential
Request: Design Review Board consideration of a Design Review application for a new detached one-car garage.
CEQA: Categorically Exempt, Section 15303, Class 3: New Construction Projects

II. BACKGROUND
The site is located in the southern flats of El Cerrito, across from the El Cerrito Plaza Bay Area Rapid Transit (BART) Station. The lot is 6,200 square feet in size, is flat and is developed with two units. Records show that the units were built in 1920. The original construction included two, two-bedroom units, with one bathroom and each with a one-car garage.

On August 9, 2016, the applicant submitted an application for a one-car garage. Section 19.38.020 B. 2. b. requires Design Review Board (DRB) consideration for any residential project with two or more units.

III. DISCUSSION

Project Description

The applicant is proposing a one-car garage that will be three hundred square feet in size and will locate at the rear of the lot. The garage will be fifteen feet high and will be constructed with stucco sidings and composition asphalt shingles as the roofing material. The garage will be accessed through a fifteen feet garage door and a pedestrian door along the interior side of the rear yard.

Analysis

Both units on the property currently do not meet the current parking requirement for the Residential Duplex (RD) zoning district. The unit in front has maintained the original legal non-conforming one-car garage, while the unit at the rear no longer has a one-car garage. Previous owners have converted the
garage for the rear unit into a bedroom and laundry room without the benefit of a building permit. Table 19-24. a. of the ECMC requires that each unit in a duplex be developed with two parking spaces, with one of the spaces within a garage or carport. The unit is now illegally non-conforming with regards to parking, as a result of the illegal conversion of the garage.

In order to comply, the owner must construct a garage or carport and designate the area in front of the garage or carport as the second parking space. By establishing a one-car garage and a designated and unobstructed tandem parking space in front of the garage, the project as proposed will bring the rear unit into compliance with the El Cerrito Municipal Code (ECMC).

Design of the garage will be compatible with the existing duplex. The design of the existing duplex is influenced by the Spanish Colonial style of architecture, with random patterned stucco siding, tiled roof accents at the entrances and arched decorative entryways. The design of the proposed garage will encompass stucco siding, a pitched asphalt shingle roof and will be painted a similar white color as the duplex. From the street, one will see the garage with a front facing gabled roof, an eight feet wide paneled garage door and decorative metal sconces flanking the garage door. The architectural elements of the proposed garage are consistent with the architectural style of the main units.

**Consistency with the General Plan:**

The proposed project is consistent with the vision outlined in the General Plan. The project will implement the following General Plan policies:

**CD1.3 High-Quality Design.** Encourage higher-quality design through the use of well-crafted and maintained buildings and landscaping, use of higher-quality building materials, and attention to the design and execution of building details and amenities in both public and private projects.

*The project is using high quality materials, standard for accessory structures. Stucco and asphalt shingles will be used as siding and roofing materials.*

**CD1.9 Building Design.** A variety of attractive images will be achieved by encouraging a variety of building styles and designs, within a unifying context of consistent “pedestrian” scale along streets and compatibility among neighboring land uses.

*The project will be compatible in design and materials as the main dwelling.*

**CD5.1 Design Review Process.** Continue design review and approval process for all new development, changes, additions, and modifications of existing buildings (except for single-family homes on existing lots).

*The project requires approval by the Design Review Board.*

Pursuant to Section 19.38.060 - Final design review findings and criteria of the Zoning Ordinance, the Design Review Board must make the following findings in order to approve the project:
Findings:

1. The applicable standards and requirements of this Zoning Ordinance;

   *That project meets the requirements of the Zoning Ordinance, specifically Section 19.06.030 Development Standards. The project meets the general development standards in terms of height, setbacks, and parking.*

2. The design policies of the General Plan and specific plans adopted by City Council;

   *The design is consistent with the General Plan policies that influence design, specifically, CD’3 High-Quality Design, 1.9 Building Design, 5.1 Design Review Process.*

3. Any applicable design guidelines adopted by the City Council;

   *As outlined above, General Plan policies, which are adopted by the City Council help guide the design of a project.*

4. The design review criteria set forth in the following subsection;

   *The project is in keeping with the design review criteria as outlined below (Section 19.38.060 of the ECMC).*

5. Any planning or zoning approvals by the Planning Commission or Zoning Administrator;

   *The project does not require Planning Commission or Zoning Administrator approval.*

6. Any other relevant policies or regulations of the City.

   *No other City policies apply.*

Pursuant to Section 19,038,060 B. - Design Review Criteria:

When conducting design review, the Design Review Board shall be guided by whether the project satisfies all applicable criteria, the policies of the General Plan's Community Design Element, and by any other policies or guidelines that may be adopted by the City Council for this purpose. Criteria listed below are specific criteria that, if applicable, all projects must satisfy for approval.

   a. The aesthetic design, including its exterior design and landscaping, is appropriate to the function of the project and will provide an attractive and comfortable environment for occupants, visitors, and the general community.

      *The project is an ancillary structure on a residentially zoned property. The aesthetic design is consistent with Spanish Colonial architecture style and is compatible in material and color of the main structure.*

   b. Project details, colors, materials, and landscaping, are fully integrated with one another and used in a manner that is visually consistent with the proposed architectural design.
The color of the garage is white, the same color as the main structure. The siding is smooth stucco. Sconces will be incorporated at the front of the garage to illuminate the driveway.

c. The project has been designed with consideration of neighboring development.

Surrounding structures are primarily single family homes. Accessory structures are allowed to locate at the property line. In order for water to drain on the subject lot, the garage was designed to be setback two feet from the property line.

d. The project contributes to the creation of an attractive and visually interesting built environment that includes well-articulated structures that present varied building facades, rooflines, and building heights and encourages increased pedestrian activity and transit use.

The design of the garage contribute to the creation of an attractive and visually interesting environment, in that, the structure is compatible in color, material and architectural style as the main structure. The structure meets the development standards for accessory structures in the residential zoning district.

e. Street frontages are attractive and interesting for pedestrians, address the street and provide for greater safety by allowing for surveillance of the street by people inside buildings and elsewhere.

The project’s street frontage is pleasing to pedestrians because of its compatibility to the main structure. The garage door will be designed with a paneled door to add texture to the garage façade.

f. The proposed design is compatible with the historical or visual character of any area recognized by the City as having such character.

The project location is not in a historically or visually significant neighborhood of El Cerrito.

g. The aesthetic design preserves significant public views and vistas from public streets and open spaces and enhances them by providing areas for pedestrian activity.

There are no significant views form the project site. The site is surrounded by residences along the east, west, south, and north.

h. The proposed landscaping plan is suitable for the type of project and will improve the appearance of the community by enhancing the building, minimizing hardscape and softening walls; and the landscape plan incorporates plant materials that are drought-tolerant, will minimize water usage, and are compatible with El Cerrito's climate.

In order for the garages to be built, the area must be cleared of existing trees, otherwise landscaping is to remain as is.

i. The project has been designed to be energy efficient including, but not limited to, landscape design and green or eco-friendly design and materials.
The siding will be made of stucco and the roof will be made of composition asphalt shingles. Both materials are typical building construction materials used in everyday construction.

j. The project design protects and integrates natural features including creeks, open space, significant vegetation, and geologic features. Projects along the Ohlone Greenway shall enhance the usability and aesthetic appeal of the Greenway by integrating it into the fabric of the City through building designs that include entries, yards, patios, and windows that open onto and face the Ohlone Greenway.

There are no natural features on or adjacent to the subject lot.

IV. RECOMMENDATION

Staff recommends approval of Planning Application No. PL16-0106 as conditioned by the draft resolution in Attachment 1, Resolution No. 16-04 granting Design Review approval for a new detached one-car garage.


Appeal Period: Within ten (10) working days after the date of the decision, the Design Review Board action may be appealed to the Planning Commission.

Attachments:

1) Draft Resolution
2) Plans dated August 29, 2016
Design Review Board Resolution PC16-04

APPLICATION NO. PL16-0106

A RESOLUTION OF THE CITY OF EL CERRITO DESIGN REVIEW BOARD GRANTING DESIGN REVIEW APPROVAL FOR A DETACHED SINGLE CAR GARAGE LOCATED AT 434-436 RICHMOND STREET IN THE RD (DUPLEX RESIDENTIAL) ZONING DISTRICT

WHEREAS, on August 11, 2016 the applicant, Peter Gilbert, submitted an application for Design Review for a detached single car garage located at 434-436 Richmond Street;

WHEREAS, the General Plan land use classification of the site is Medium Density Residential;

WHEREAS, the zoning district of the site is RD Duplex Residential;

WHEREAS, the lot is currently developed with a duplex;

WHEREAS, the project is Categorically Exempt under the California Environmental Quality Act Section 15303: New Construction Projects;

WHEREAS, the proposed detached garage is three hundred square feet in size;

WHEREAS, on October 5, 2016, the Design Review Board of El Cerrito, after due consideration of all evidence and reports offered for review, does find and determine the following:

Pursuant to Section 19.38.060 - final design review findings and criteria of the Zoning Ordinance, the Design Review Board must make the following findings in order to approve the project:

1. The applicable standards and requirements of this Zoning Ordinance;

   *That project meets the requirements of the Zoning Ordinance, specifically Section 19.06.030 Development Standards. The project meets the general development standards in terms of height, setbacks, and parking.*

2. The design policies of the General Plan and specific plans adopted by City Council;

   *The design is consistent with the General Plan policies that influence design, specifically, CD.3 High-Quality Design, 1.9 Building Design, 5.1 Design Review Process.*

3. Any applicable design guidelines adopted by the City Council;

   *As outlined above, General Plan policies, which are adopted by the City Council help guide the design of a project.*

4. The design review criteria set forth in the following subsection;

   *The project is in keeping with the design review criteria as outlined below (Section 19.38.060 of the ECMC).*
5. Any planning or zoning approvals by the Planning Commission or Zoning Administrator;

   *The project does not require Planning Commission or Zoning Administrator approval.*

6. Any other relevant policies or regulations of the City.

   *No other City policies apply*

Pursuant to Section 19.038.060 B. - Design Review Criteria:

When conducting design review, the Design Review Board shall be guided by whether the project satisfies all applicable criteria, the policies of the General Plan's Community Design Element, and by any other policies or guidelines that may be adopted by the City Council for this purpose. Criteria listed below are specific criteria that, if applicable, all projects must satisfy for approval.

   a. The aesthetic design, including its exterior design and landscaping, is appropriate to the function of the project and will provide an attractive and comfortable environment for occupants, visitors, and the general community.

   *The project is an ancillary structure on a residentially zoned property. The aesthetic design is consistent with Spanish Colonial architecture style and is compatible in material and color of the main structure.*

   b. Project details, colors, materials, and landscaping, are fully integrated with one another and used in a manner that is visually consistent with the proposed architectural design.

   *The color of the garage is white, the same color as the main structure. The siding is smooth stucco. Sconces will be incorporated at the front of the garage to illuminate the driveway.*

   c. The project has been designed with consideration of neighboring development.

   *Surrounding structures are primarily single family homes. Accessory structures are allowed to locate at the property line. In order for water to drain on the subject lot, the garage was designed to be setback two feet from the property line.*

   d. The project contributes to the creation of an attractive and visually interesting built environment that includes well-articulated structures that present varied building facades, rooflines, and building heights and encourages increased pedestrian activity and transit use.

   *The design of the garage contribute to the creation of an attractive and visually interesting environment, in that, the structure is compatible in color, material and architectural style as the main structure. The structure meets the development standards for accessory structures in the residential zoning district.*

   e. Street frontages are attractive and interesting for pedestrians, address the street and provide for greater safety by allowing for surveillance of the street by people inside buildings and elsewhere.

   *The project’s street frontage is pleasing to pedestrians because of its compatibility to the main*
structure. The garage door will be designed with a paneled door to add texture to the garage façade.

f. The proposed design is compatible with the historical or visual character of any area recognized by the City as having such character.

The project location is not in a historically or visually significant neighborhood of El Cerrito.

g. The aesthetic design preserves significant public views and vistas from public streets and open spaces and enhances them by providing areas for pedestrian activity.

There are no significant views form the project site. The site is surrounded by residences along the east, west, south, and north.

h. The proposed landscaping plan is suitable for the type of project and will improve the appearance of the community by enhancing the building, minimizing hardscape and softening walls; and the landscape plan incorporates plant materials that are drought-tolerant, will minimize water usage, and are compatible with El Cerrito's climate.

In order for the garages to be built, the area must be cleared of existing trees, otherwise landscaping is to remain as is.

i. The project has been designed to be energy efficient including, but not limited to, landscape design and green or eco-friendly design and materials.

The siding will be made of stucco and the roof will be made of composition asphalt shingles. Both materials are typical building construction materials used in everyday construction.

j. The project design protects and integrates natural features including creeks, open space, significant vegetation, and geologic features. Projects along the Ohlone Greenway shall enhance the usability and aesthetic appeal of the Greenway by integrating it into the fabric of the City through building designs that include entries, yards, patios, and windows that open onto and face the Ohlone Greenway.

There are no natural features on or adjacent to the subject lot.

NOW, THEREFORE, BE IT RESOLVED, that after careful consideration of maps, facts, exhibits, correspondence, and testimony, and other evidence submitted in this matter, and, in consideration of the findings, the El Cerrito Design Review Board hereby approves Application No. PL16-0106, subject to the following conditions:

Planning Division:

1. The project shall be developed and maintained substantially in compliance with the plans dated August 29, 2016.

2. The design review approval shall be limited to the approval of a three hundred square feet detached garage.

3. If not used, this design review approval shall expire two years from the date of this action.
CERTIFICATION

I CERTIFY that this resolution was adopted by the El Cerrito Design Review Board at a regular meeting held on October 5, 2016, upon motion of Boardmember , second by Boardmember .

AYES:
NOES:
ABSTAIN:
ABSENT:

_________________________
Noel M. Ibalio
Senior Planner
PROPOSED DETACHED SINGLE CAR GARAGE
434-436 RICHMOND STREET, EL CERRITO, CA.

PROPOSED GARAGE ELEVATIONS

DATE: 8-2-16
SCALE: 1/4"=1'-0"
 SHEET A2