Planning Commission

Regular Meeting

AGENDA

This meeting will be held remotely.
Join the meeting from your computer, tablet or smartphone.
https://global.gotomeeting.com/join/531191157

You can also dial in using your phone.
United States: +1 (646) 749-3122

Access Code: 531-191-157

July 22, 2020 - 6:00 PM

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE**

4. **APPROVAL OF MINUTES**

   4.a. Approval of Minutes of the June 10, 2020 Regular Meeting

   Recommended Action: Approve the Minutes of the June 10, 2020 Regular Meeting.

   Attachments:

   1. 2020-06-10 PC Draft Minutes

5. **APPEAL PROCESS**

   All determinations of the Planning Commission regarding major discretionary planning permits are final unless a written appeal, stating the reasons for the appeal, is filed with the City Clerk within ten (10) days of the date the decision was made. An interested party may appeal only if he or she appeared and stated his or her position during the hearing on the decision from which the appeal is taken. For items on this agenda, the appeal must be received by August 1, 2020.

6. **COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS**

   The Planning Commission welcomes input from the audience. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than ten (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments.

7. **SITE VISIT VERIFICATION**

8. **VERIFICATION OF NOTICE**

9. **PLANNING COMMISSIONERS REPORT**

10. DIRECTOR'S REPORT

11. CONSENT CALENDAR

12. NEW BUSINESS

12.a. Consideration of Draft Objective Development and Design Standards for New Residential Development, including duplexes, triplexes, four-plexes, and multi-family projects with more than five units, and recommendation to City Council

Recommended Action: Approve a recommendation of approval of the Draft Objective Development and Design Standards to the City Council.

Attachments:

1. ATT 1 Draft Objective Standards
2. ATT 2 DRB Draft Minutes 20200625

13. UNFINISHED BUSINESS

14. ADJOURNMENT

Please be advised that the City needs to be notified 72 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. The City complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Ukiah City Hall, located at 300 Seminary Avenue, Ukiah, California, not less than 72 hours prior to the meeting set forth on this agenda.

Mireya G. Turner, Interim Senior Planner
July 17, 2020

CITY OF UKIAH
PLANNING COMMISSION MINUTES
Regular Meeting
Held remotely via GoTo Meeting
June 10, 2020
6:00 p.m.

1. **CALL TO ORDER**
The City of Ukiah Planning Commission met at a Regular Meeting on June 10, 2020, having been legally noticed on June 3, 2020. Chair Christensen called the meeting to order at 6:00 p.m.

CHAIR CHRISTENSEN PRESIDING.

2. **ROLL CALL**
Roll was taken with the following **Commissioners Present:** Ruth Van Antwerp, Linda Sanders, Mike Whetzel, and Chair Laura Christensen; **Staff Present:** Craig Schlatter, Community Development Director; Mireya Turner, Interim Senior Planner; and Alicia Tlelo-Martinez, Assistant Planner. Commissioner Hilliker was absent.

3. **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chair Christensen.

4. **APPROVAL OF MINUTES**
There were no Minutes to approve.

5. **APPEAL PROCESS**
No matters eligible for appeal were heard.

6. **COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS**
No public comment was received.

7. **SITE VISIT VERIFICATION**
Confirmed by Commissioners.

8. **VERIFICATION OF NOTICE**
Confirmed by Staff.

9. **PLANNING COMMISSIONERS' REPORT**
Presenter: Chair Christensen.

10. **PLANNING COMMISSION DIRECTOR'S REPORT**
Presenter: Craig Schlatter, Community Development Director.

11. **CONSENT CALENDAR**
There were no Consent items.

12. **NEW BUSINESS**

a. Joint Meeting with Design Review Board to Consider the Draft Objective Development and Design Standards for Multi-family Residential Development, and Approve Recommendation to City Council

Community Development Director Craig Schlatter notified the Commission that this item required further staff review and should be carried over to a future meeting.

There were no members of the public present wishing to speak.

Motion/Second: Commissioner Sanders/Commissioner Whetzel carried the item over to a future meeting; carried by the following roll call vote: AYES: Van Antwerp, Whetzel, Sanders and Chair Christensen, NOES: None ABSENT: Hilliker. ABSTAIN: None.

b. Joint Meeting with the Design Review Board to Consider the Flexible Parking Standard Options for New Residential Development, and Approve Recommendation to City Council

Community Development Director Craig Schlatter introduced the item. Interim Senior Planner Mireya Turner presented the staff report.

No one from the public was present wishing to speak.

Motion/Second: Commissioner Sanders/Commissioner Whetzel approved a recommendation of the Moderate Reduction to Residential Parking Standards, and Unbundling Parking Options, with a minimum requirement of one (1) standard parking space per unit of housing; carried by the following roll call vote: AYES: Van Antwerp, Whetzel, Sanders and Chair Christensen, NOES: None ABSENT: Hilliker. ABSTAIN: None.

13. UNFINISHED BUSINESS

There were no items to consider.

14. ADJOURNMENT

There being no further business, the meeting adjourned at 7:25 p.m.

_____

Mireya G. Turner, Interim Senior Planner

DRAFT

AGENDA ITEM NO. 12a

Department of Community Development
Planning Division
300 Seminary Ave.
Ukiah, CA 95482

DATE: July 14, 2020

TO: Planning Commission

FROM: Mireya G. Turner, Interim Senior Planner – Special Projects

SUBJECT: Consideration of Draft Objective Development and Design Standards for New Residential Development, including duplexes, triplexes, four-plexes, and multi-family projects with five or more units, and recommendation to City Council

ATTACHMENTS

1. Public Review Draft of proposed Objective Development and Design Standards
2. Draft Minutes of the June 25, 2020 Design Review Board meeting

SUMMARY

The Planning Commission will consider the draft Objective Development and Design Standards for New Residential Development, including duplexes, triplexes, four-plexes, and multi-family projects with 5 or more units, in order to provide recommendations to the City Council, consistent with the City's approved SB 2 Planning Grant work plan and 2019-2027 Housing Element. The Draft Objective Standards have been revised since it was originally scheduled for the meeting on June 10, 2020, and are included as **Attachment 1**.

BACKGROUND

The 2019-2017 Housing Element Update, approved by the City Council on October 23, 2019, and certified by the state Department of Housing and Community Development on December 15, 2019, states as Goal H-1: Conserve, rehabilitate, and improve the existing housing stock to provide adequate, safe, sustainable, and decent housing for all Ukiah residents. Implementing Program 1e supports this goal: "Develop standards and design guidelines for residential development in Medium Density Residential (R-2) and High Density Residential (R-3), Community Commercial (C-1) and Heavy Commercial (C-2) zoning districts." These standards would, "both facilitate development at the allowable densities and provide guidance and certainty in design standards to ensure quality housing is developed in the community." Completion of this task is due by the end of the 2020 calendar year. SB2 grant funds enabled Staff to accelerate this program.

As described in the grant application, the City's Project "Priority Policy Area (PPA) 1" is to establish,

> *"Zoning revisions to streamline multi-family housing production, by-right housing; development of objective design and development standards; and development of zoning recommendations for additional housing incentives."*

Objective development and design standards offer developers the opportunity to save time in the entitlement approval process by removing the need for design review of individual projects. The Objective Standards allow for flexibility while holding a development project to standards in order to produce housing that fits and complements the City's residential character.

City Planning Staff and Mintier Harnish, Planning Specialists subcontracted for this portion of the grant work plan, have submitted this Public Review Draft for the Design Review Board's consideration and input. Review and comments on the Objective Standards by the public, Design Review Board, Planning Commission, and City Council will provide Staff with the guidance needed to draft appropriate amendments to the City's zoning ordinance, to incorporate objective development and design standards.

The Design Review Board met on June 25, 2020 to review the draft objective standards. The Board adopted a recommendation of approval to the City Council, and requested the following comments be conveyed:

- Remove A.9.c Street-Facing Structures. Structures at the street shall have a front entry oriented to the street.
- Add an indoor parking option to A.14 Parking and Circulation
- Remove 14.a.f.b Carports shall be located no more than 5 feet from the dwelling units they serve.
- Amend B.7.c.1 to read: "Non-reflective standing seam metal roofs in shades of tan, brown, black, *red, and light blue.*"
- Amend B.8 Screening to read, "All screening of ground-mounted, *wall-mounted*, and roof-mounted equipment shall be painted in accordance with the approved color palette for the project. *Visual screening shall be installed if ground-mounted or wall-mounted equipment faces the street."*
- Add requirement, "*The edge of veneers should not be obvious, such as by avoiding vertical joints at exterior corners.*"

The draft Minutes of the meeting are included as **Attachment 2**.

STAFF ANALYSIS

GENERAL PLAN CONSISTENCY

The 1995 Ukiah General Plan consists of thirteen elements, each describing a different aspect of the community's vision. This vision guides development for the Ukiah community, as well as provides the Community Development Department with priorities approved by the public, as listed in the goals and implementing programs. The Housing Element Update incorporated significant public input, and was adopted by the City Council on October 23, 2019, making it part of the Ukiah General Plan. Certification by the state Department of Housing and Community Development established that the 2019-2027 Housing Element Update was in full compliance with state Housing Element

law (Article 10.6 of the Government Code).
The development of standard design and development guidelines for new residential construction, excluding single-family residences is included within the Housing Element as Goal H-1 Implementing Program 1e. As an Implementing Program, the standards are consistent with the General Plan.

ZONING ORDINANCE.
When approved by the City Council, the Objective Standards will be added to a comprehensive Zoning Ordinance Amendment to integrate the standards and guidelines into the Ukiah Municipal Code to keep the Zoning Ordinance consistent with the General Plan, as required by state law.

AGENCY COMMENTS

An Administrative Review Draft of the Objective Standards was circulated to the City of Ukiah Community Development Department – Building Division, Public Works Department, Electric Utility Department, and Police Department. No changes were requested by these Departments.

ENVIRONMENTAL DOCUMENTATION

The California Environmental Quality Act (CEQA) defines a project as an activity which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, and which is any of the following (Sections 15378 and 21065):

(a) An activity directly undertaken by any public agency.

(b) An activity undertaken by a person which is supported, in whole or in part, through contracts, grants, subsidies, loans, or other forms of assistance from one or more public agencies.

(c) An activity that involves the issuance to a person of a lease, permit, license, certificate, or other entitlement for use by one or more public agencies.

Review of the Objective Development and Design Standards for recommendation by the Planning Commission is not a project within this CEQA definition, and therefore, a CEQA determination is not required.

NOTICE

Notice of the Public Hearing was provided in the following manner, in accordance with UCC §9262(C):

- Posted at the Civic Center (glass case) no less than 72 hours prior to the public hearing

RECOMMENDATION

Staff recommends the Planning Commission review and approve a recommendation of approval of the proposed Objective Development and Design Standards, to the City Council.

Objective Design and Development Standards

FOR NEW RESIDENTIAL CONSTRUCTON

Revised Public Review Draft – June 18, 2020

Informational Icons

The following design and development standards with the leaf logo indicate alignment with sustainability practices.

The following design and development standards with the law enforcement logo indicate alignment with Crime Prevention Through Environmental Design (CPTED) practices.

California is in the midst of a housing crisis in which communities throughout the State are challenged with accommodating their fair share of housing production. The housing shortage has prompted the State legislature and Governor to enact new laws requiring cities and counties to streamline housing approval by establishing a by-right, ministerial approval process for all new residential construction, excluding single-family homes. Key to ministerial approval is the replacement of subjective design guidelines and discretionary review with objective design standards and ministerial approval.

In October of 2019, the City of Ukiah adopted an updated Housing Element for the 2019-2027 planning cycle. This update brought about substantive changes in format and content from the previously adopted Element to address the multitude of State law changes. Following Housing Element adoption, Ukiah has prepared objective design standards that remove barriers to and reduce costs for new residential construction, excluding single-family homes, while still protecting the residential character of its neighborhoods.

A. Development Standards.

1. **Setbacks.**
   - **a. Front.** The front setback shall comply with the base zone front setback requirements.
   - **b. Setback Landscaping.** Areas between the required setback and street improvements shall be landscaped per the landscaping requirements in Subsection (A)(11).
   - **c. Side (Interior).**
     - **(1) Minimum Side Setbacks.** There is no minimum interior side setback, provided that structures comply with the Building and Fire Code standards for structure separation.
     - **(2) Zero Setback.** If zero setbacks are proposed, the side setback opposite the zero setback shall be a minimum of five feet.
   - **d. Rear.** The rear setback shall comply with the base zone rear setback requirements.
2. **Property Access.** There shall be vehicular access from a dedicated and improved street, easement, or alley to off-street parking areas.

3. **Street Frontage.** Every primary residential structure shall have frontage on a public street or an access-way which has been approved for residential access by the City.
4. **Structure Orientation.** Structures shall incorporate site design that reduces heating and cooling needs by orienting structures (both common facilities and dwelling units) on the parcel to reduce heat loss and gain, depending on the time of day and season of the year.
5. **Structure Height.** Structure height shall comply with the base zone maximum allowable height.
6. **Alternative Energy Applications.** All structures shall be designed to allow for the installation of alternative energy technologies including but not limited to active solar, wind, or other emerging technologies, and shall comply with the following standards:
   a. Installation of solar technology on structures such as rooftop photovoltaic cell arrays shall be installed in accordance with the State Fire Marshal safety regulations and guidelines.
   b. Roof-mounted equipment shall be located in such a manner so as to not preclude the installation of solar panels.
7. **Utility Lines.** All utility lines from the service drop to the structure shall be placed underground.
8. **Mail and Package Delivery Location.** For multi-family development projects greater than four dwelling units, mailboxes and package delivery areas shall be in locations that are visible by residents at the interior of a structure entrance, elevator lobby, or stairwell.
9. **Primary Entrances.**
   a. **Entry Lighting.** All primary structure entrances shall include dusk to dawn lighting for safety and security per Subsection A(15).
   b. **Interior-Facing Structures.**
      (1) The primary entrance of each interior-facing structure shall be oriented toward paseos, courtyards, pathways, and active landscape areas.
      (2) For safety, units not facing the street shall be oriented to provide visual access to entryways, pedestrian pathways, recreation areas, and common facilities from dwelling units.
   c. **Street-Facing Structures.** Structures at the street shall have a front entry oriented to the street.
10. **Open Space.** The following development standards apply to multi-family developments greater than four dwelling units.
    a. **Public Open Space.**
       (1) **Public Open Space.** Not less than 10 percent of the gross acreage of the total project shall be set aside as public open space to allow for active and passive recreation opportunities and that includes shading elements to benefit all residents of the project. Open space ownership and maintenance shall be the responsibility of the property owner(s).
       (2) **Connections.** Public open space areas shall be directly connected to all interior space areas (i.e., community room, recreation room, exercise center), trash and recycling enclosures, laundry facilities (if applicable), structure entrances, parking areas, and mail delivery areas by pedestrian-oriented pathways.

(3) Landscaping. A minimum of 15 percent of the required public open space shall be landscaped with materials and plantings consistent with the standards in Subsection (A)(11) (Landscaping) and the subject parcels underlying base zone landscaping requirements.

(4) Lighting. In addition to the Exterior Lighting standards in Subsection (A)(15), public open space areas shall incorporate accent lighting. Accent lighting may include string lighting in trees or crisscrossed over pedestrian area via, courtyards, or plazas; tree up-lighting; lighting in fountains; or lighting of significant structures or architectural design features.

(5) Public Gathering Space. Public open space areas shall include a minimum of two of the following public gathering spaces:

a) Patio seating area for a minimum of eight people. Patio seating can be fixed chairs and tables, table/bench combination, or landscape materials (i.e., slabs of stone or rock);

b) Water feature in the form of a fountain, bubblers, or water play pad;

c) BBQ area no smaller than 200 square feet with a minimum of three BBQs and tables; or

d) Pedestrian plaza no smaller than 200 square feet with a minimum of four benches.

(6) Recreation Facilities. A maximum of 25 percent of the required public open space area may be paved for recreation facilities including but not limited to basketball courts, tennis courts, common playground, or swimming pools.

b. Private Open Space.

(1) Ground Floor Units. Each ground floor dwelling unit shall include a minimum of 80 square feet of private open space in the form of a covered or uncovered patio to allow for light, air, and privacy.

(2) Above Ground Floor Units. Each above ground floor dwelling unit shall include a minimum of 40 square feet of private open space in the form of a terrace, balcony, or rooftop patio to allow for light, air, and privacy.

11. Landscaping.

a. Landscaping Plans. Existing features, such as trees, creeks, and riparian habitats shall be incorporated into landscaping plans.

b. Site Landscaping.

(1) All street trees shall be planted consistent with the Standard Planting Detail on file with the City Engineer.

(2) Vegetation (i.e., bushes, shrubs, flowers) shall be maintained at a height of no more than three feet when located adjacent to pedestrian pathways and building facades and placed in such a manner that does not obstruct lighting.

(3) In addition to the landscaping standards associated with the subject parcels underlying base zone, multi-family development projects greater than four dwelling units shall include a minimum of 20 percent onsite landscaping.

c. Landscaping Plant Selection.

(1) Landscape planting shall consist of at least 75 percent native, drought-tolerant plants and/or flowering plants.

(2) All tree plantings shall be equivalent to a 15-gallon container or larger.

(3) Street trees shall be selected from the approved species on the Ukiah Master Tree List – Required Street Tree List.

12. Personal Outdoor Storage Spaces. A minimum of 10 square feet (80 cubic feet) of personal outdoor storage space shall be provided for each dwelling unit. Personal outdoor storage areas shall be covered and able to be locked.

13. Bicycle Parking.

a. Class I Bicycle Parking. One Class I bicycle parking space (i.e., bicycle locker) is required for every 15 dwelling units. The Class I bicycle space shall be located within or directly adjacent to the required public open space area.

b. Class II Bicycle Parking. For multi-family development projects greater than four dwelling units, one Class II bicycle parking space (i.e., inverted U-rack, ribbon rack, wave rack) is required for every three dwelling units. The Class II bicycle space shall be located within or directly adjacent to the required public open space area.

14. Parking and Circulation.

a. Parking Areas.

(1) Parking Lot Design and Location.

a) Parking is prohibited within required sight distance areas.

b) Multi-family development projects greater than 15 dwelling units shall not site more than 50 percent of the total parking stalls in a single parking area.

c) Multi-family development projects greater than four dwelling units shall not provide parking areas between the building(s) and the primary street frontage.

d) Parking areas within a site shall be internally connected and use shared driveways.

(2) Parking Lot Landscaping. The following development standards apply to multi-family developments greater than four dwelling units.

a) Parking areas with 12 or more parking stalls shall have a tree placed between every four parking stalls with a continuous linear planting strip, rather than individual planting wells, unless infeasible.

b) Parking areas shall provide shade trees in landscaped areas and along pedestrian pathways. Parking areas shall be designed to provide a tree canopy coverage of 50 percent over all paved areas within 10 years of planting.

c) Parking areas shall use concrete curbing or raised planting areas to protect landscaped areas from encroaching vehicles.

d) At least 75 percent of parking lots trees shall be deciduous species.

(3) Parking Lot Lighting. The following development standards apply to multi-family development projects greater four dwelling units.

a) Parking lots shall include pole mounted lighting that shall be no more than 16 feet in height.

b) Parking lot lighting shall be directed downward to minimize glare.

(4) Carports.

a) Carports shall be reserved for vehicles and shall not be used as storage space.

b) Carports shall be located no more than 50 feet from the dwelling units they serve.

b. Required Parking.

(1) Guest Parking. A minimum of three guest parking spaces shall be provided for every six dwelling units.

(2) Parking Standards. Multi-Family dwelling parking standards shall be consistent with the parking regulations in Article 17 (Off-Street Parking and Loading).

15. Exterior Lighting.

a. Pedestrian-oriented lighting shall be provided in active pedestrian areas (i.e., paseos, interior sidewalks, pathways, etc.) for safety and security.

b. Pedestrian pathway (excluding street fronting sidewalks) lighting features shall not exceed 10 feet in height.

c. Active pedestrian areas shall incorporate free-standing lighting separate from structures.

d. Pedestrian pathways, elevator lobbies, parking areas, stairwells, and other common areas shall have minimum illumination levels of 0.5 foot-candles at the pathway surface to clearly show walking conditions.

e. Overhead sports court lighting shall illuminate only the intended area. Light trespass onto neighboring parcels is prohibited.

f. Outdoor lighting shall use energy efficient lighting technology and shall be shielded downward to reduce glare and light pollution.

16. Trash and Recycling Enclosures. The following trash and recycling enclosure development standards apply to multi-family development projects greater than four dwelling units.

a. Masonry walls with finished metal doors.

b. Vehicle and pedestrian access gates.

c. Downward lighting for safety and security.

17. Structure Identification. Structure identification numbers shall be placed along pedestrian pathways and roads and shall be readable from a distance of at least 60 feet.

18. Signage and Information. Developments shall comply with the Sign Standards in Division 3, Article 7 of the Municipal Code (Signs). In addition, all directional signage and informational kiosks (i.e., development maps) shall be located at the entrances of individual buildings and at convergences of main pedestrian pathways.

B. Design Standards.

1. **Carports.**
   - **a.** For multi-family development projects greater than four dwelling units, carports shall not be visible from the street.
   - **b.** Carports shall include the approved color palette, materials, and design elements of the structure.
2. **Color Palettes.**
   - **a.** All structures shall include at least one primary color, one secondary color, and two accent colors, in addition to the color of the roofing material.
   - **b.** Each structure elevation shall include two colors in the selected color palette.
   - **c.** Projects that include more than 10 dwelling units shall include at least two-color palettes, where no single-color palette shall be used on more than 50 percent of the dwelling units.
3. **Fences and Walls.** The following materials are prohibited for all fences and walls:
   - **a.** Electrified;
   - **b.** Barb wire/razor wire;
   - **c.** Sharp objects such as spires and glass;
   - **d.** Cyclone or chain link; and;
   - **e.** Vinyl.
4. **Glazing.** Structures shall incorporate the use of energy efficient glazing to reduce heat loss and gain.
5. **Common Mailboxes.** Common mailboxes shall be painted using the approved color palette for the overall development.
6. **Trash and Recycling Enclosures.** Masonry walls and metal doors shall be painted in accordance with the approved color palette for the overall project.
7. **Roof Design and Materials.**
   - **a.** Horizontal eaves longer than 20 feet in length shall be broken up by gables, building projections, or other forms of articulation.
   - **b.** Roof overhangs shall be a minimum of 12 inches.
   - **c.** The following are allowable roofing materials:
     - **(1)** Non-reflective standing seam metal roofs in shades of tan, brown, and black;
     - **(2)** Cool foam roofs (white);
     - **(3)** Clay tile; and
     - **(4)** Architectural composition shingles.
8. **Screening.** All screening of ground-mounted and roof-mounted equipment shall be painted in accordance with the approved color palette for the project.
9. **Stairways/Stairwells.** Exterior stairways/stairwells that are not enclosed shall not be visible from the public right-of-way.

10. **Structure Massing.** Structures that have a length longer than 30 feet shall include facades with varying modulation with a minimum depth of 2 feet at intervals of no more than 10 feet.

11. **Structure Materials and Elements.**

    a. Drainpipes, parapets, and ledges shall not be located near windows, corridors, and balconies. If such placement is not feasible, they shall face parking lots, public spaces, and roads.

    b. All structures shall include a minimum of two primary materials (i.e., stone, wood, masonry, or metal) on each structure elevation. Each material shall comprise at least 20 percent of the elevations excluding windows and railings.

    c. The following primary structure materials are prohibited:

        (1) Heavy timber, exposed logs in their natural state;

        (2) Stucco textured foam, synthetic stucco, vinyl or vinyl clad materials; and

        (3) Unfinished galvanized metals.

CITY OF UKIAH
DESIGN REVIEW BOARD SPECIAL MEETING MINUTES
Held remotely via GoTo Meeting
June 25, 2020
6:00 p.m.

1. CALL TO ORDER

Chair Liden called the Design Review Board meeting to order at 3:11 p.m.

Chair Tom Liden presiding.

2. ROLL CALL

Present: Members Coale, Hawkes and Chair Liden

Absent: Member Morrow and Nicholson

Staff Present: Craig Schlatter, Community Development Director
Mireya G. Turner, Interim Senior Planner
Alicia Tlelo-Martinez, Assistant Planner

3. CORRESPONDENCE

None was received.

4. APPROVAL OF MINUTES

a. Approval of Draft Minutes of the September 26, 2019 Regular Meeting

There was consensus to carry over the minutes to the next meeting.

5. COMMENTS FROM AUDIENCE ON NON-AGENDA ITEMS

No comments were received.

6. NEW BUSINESS

a. Consideration of Draft Objective Development and Design Standards for Multi-family Residential Development, including Duplexes, Tri-plexes, and Four-plexes, and Approve Recommendation to the City Council

Community Development Director Craig Schlatter introduced the item. Interim Senior Planner Mireya Turner presented the staff report.

No one from the public was present wishing to speak.

Following discussion, the Design Review Board voiced consensus on a number of comments.

Motion/Second: Commissioner Hawkes/Commissioner Coale approved a recommendation of approval of the Draft Objective Development and Design Standards, and requested staff convey their comments to the City Council; carried by the following roll call vote: AYES: Coale, Hawkes and Chair Liden NOES: None ABSENT: Morrow and Nicholson ABSTAIN: None.

7. MATTERS FROM THE BOARD

None

DRAFT

8. MATTERS FROM STAFF

None.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 4:35 p.m.