

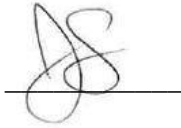


**Special Meeting**  
**Agenda Item No: 1**

**Meeting Date: July 15, 2021**

**SAN RAFAEL CITY COUNCIL STAFF REPORT**

**Department: City Clerk**

**Prepared by: Lindsay Lara, City Clerk** **City Manager Approval:** 

**TOPIC: DESIGN REVIEW BOARD INTERVIEWS**

**SUBJECT: INTERVIEW APPLICANTS AND MAKE APPOINTMENTS TO FILL TWO FOUR-YEAR TERMS TO THE END OF JUNE 2025 ON THE DESIGN REVIEW BOARD DUE TO THE EXPIRATION OF TERMS OF JEFF KENT AND SAMINA SAUDE**

**RECOMMENDATION:**  
Interview the following applicants and make appointments to fill two four-year terms to the end of June 2025 on the Design Review Board due to the expiration of terms of Jeff Kent and Samina Saude.

Name
Barry Wenger
Braydan Young
Jeff Kent
Mason Bondi
Paul DeMartini
Sharon Kovalsky
Sharon Leckie
Tom Van Pely
Zachary Meade

**BACKGROUND:**  
The terms of Jeff Kent and Samina Saude expired at the end of June 2021. The City Clerk’s office recruited for applications and received nine applications by the deadline of June 30, 2021.

The [Design Review Board](#) (DRB) consists of design professionals appointed by the City Council to provide advice on new development projects and most exterior changes to existing buildings. Applications are evaluated based on our General Plan and Zoning

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**FOR CITY CLERK ONLY**

**Council Meeting:**

**Disposition:**

**SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 2**

Ordinance design policies and criteria, with the goal of having new projects harmonize with the natural environment and surrounding area.

The Board is advisory, with final permit decisions made by the Planning Division staff, the Zoning Administrator, Planning Commission or City Council, depending on the complexity of the project. The scope of the DRB authority is to review and make recommendations on design matters such as architecture, mass, bulk, site planning, site improvements, color, materials, and landscaping. [Meetings](#) are held first & third Tuesday at 7:00 p.m.

**ANALYSIS:**

The deadline for submitting applications was June 30, 2021 and the City Clerk's Office received ten (10) applications, but one of the applicants was ineligible due to living outside of city limits. Staff recommends the City Council interview the nine (9) eligible applicants and make an appointment to fill the two terms.

**FISCAL IMPACT:** There is no fiscal impact associated with this item.

**COMMUNITY OUTREACH:**

The call for applications for the Design Review Board was advertised through mass email notification, Canal Alliance, the City website, Nextdoor and Facebook social media platforms.

**RECOMMENDED ACTION:**

Interview the nine applicants and make appointments to fill two four-year terms to the end of June 2025 on the Design Review Board.

**ATTACHMENT:**

1. Nine (9) Applications
2. Municipal Code Excerpt

#7

District 4

**COMPLETE**

**Collector:** Web Link 1 (Web Link)  
**Started:** Friday, June 11, 2021 6:47:19 PM  
**Last Modified:** Friday, June 11, 2021 6:51:41 PM  
**Time Spent:** 00:04:22  
**IP Address:** 73.241.103.182

---

Page 1

**Q1**

Contact Information

First and Last Name	Barry Wenger
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94903
Email Address	[REDACTED]
Phone Number	[REDACTED]

---

**Q2**

**Design Review Board**

What Board would you like to apply to?

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---

Page 3

**Q6**

How long have you lived in San Rafael?

My wife and I moved to San Rafael in 2019. However, I grew up in Greenbrae and attended Marin Academy, so I've been in and around San Rafael for much of my life.

---

**Q7**

Business Information

Company	Murphy Burr Curry, Inc.
Address	85 Second St., Suite 501
City/Town	San Francisco
ZIP/Postal Code	94105

---

**Q8**

**Friend**

How did you hear about this vacant position?

---

**Q9**

Do you participate in any civic activities? If so, what are they?

I am a volunteer member of the State of California Safety Assessment Program managed by Cal OES. We are designated "second responders" trained to assist local building officials with the evaluation of buildings for seismic safety after earthquakes or other natural disasters.

---

**Q10**

List any civic organizations of which you are a member:

State of California Safety Assessment Program by Cal OES

---

**Q11**

Education:

MS, Structural Engineering, University of Washington, 2007  
BS, Civil Engineering, University of California Davis, 2006  
Marin Academy, Class of 2001

---

**Q12**

Why are you interested in serving on a board or commission?

I've always considered the San Rafael area to be my home and I'm thrilled to have returned with my wife to start our family here. Since returning, I've been on the lookout for volunteer opportunities where I could use my professional expertise to give back to my community – and the Design Review Board appears to be a perfect opportunity to do this. I've been studying, practicing, and teaching building design for 20 years, and would be honored to apply this experience to creating a better quality of life for all San Rafael residents through their built environment.

---

**Q13**

Describe possible areas in which you may have a conflict of interest with the City:

My employer, Murphy Burr Curry, is the structural engineer of record for several projects within the City of San Rafael and has worked in the City for many years. I would need to recuse myself in any activities the Design Review Board undertakes where my employer is part of the design team.

---

**Q14**

Upload your resume.


**Barry Wenger\_Resume.pdf (93.2KB)**

---

Page 4: Demographics

**Q15**   
Ethnicity 

---

**Q16**   
To which gender do you most identify?

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**Q17**   
How old are you?

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# BARRY S. WENGER, PE

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██████████ San Rafael, CA ██████████ ██████████

## EXPERIENCE

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- 8/2011-Present** Senior Project Manager (2019-Present); Project Engineer (2011-2019),  
*Murphy Burr Curry, Inc., San Francisco, CA*
- Responsible for overseeing day-to-day progress of structural design projects from schematic design through production of construction documents and construction support. Work includes numerous market sectors, including retail, office, affordable and market-rate multi-family housing, and education. Recent projects include AirBNB Headquarters (San Francisco, CA), Seismic Retrofit for Stanford School of Medicine at 3145 Porter Dr. (Palo Alto), Seismic Retrofit and Interior Rebuild of Garfield Elementary School (San Francisco), Hotel SLO (San Luis Obispo), Broadstone Axis Multifamily Housing (Oakland) Potrero Hill Block B affordable housing (San Francisco) and tenant improvement for Tiffany & Co. (Waikiki, HI).
- 9/2010 – 8/2011** Adjunct Engineering Instructor, *Shoreline Community College, Shoreline, WA*
- Instructor of Mechanics of Materials, Dynamics, Introduction to Statics, Statics engineering courses. Prepared and presented all lessons and course materials. Advised students about academic planning and transfer options.
- 6/2007 – 1/2009** Design Engineer, *Magnusson Klemencic Associates, Seattle, WA*
- Design Engineer at internationally recognized structural design firm. Worked primarily designing and detailing steel and concrete structures, with experience in timber and masonry. Also worked extensively determining wind and seismic structural loading. Projects included coordinating subterranean gravity design of City Creek Center, a 20-acre mixed-use urban center in downtown Salt Lake City, UT and providing details for a 23-story residential tower in Honolulu, HI.

## EDUCATION

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- 2007** Master of Science, Structural Engineering  
University of Washington, Seattle, WA
- 2006** Bachelor of Science, Civil Engineering (with honors)  
University of California Davis, Davis, CA
- 2001** Graduate of Marin Academy, San Rafael, CA

## PROFESSIONAL LICENSE

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Registered Professional Civil Engineer (California, Oregon, Washington, Nevada)

LEED Accredited Professional, Building Design and Construction (LEED-AP BD+C)

## AFFILIATIONS

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**2011 - Present** Structural Engineers Association of Northern California (SEAONC)

**2012 - Present** State of California Safety Assessment Program managed by CalOES. Volunteer "Second Responder" trained to assist local building officials with the evaluation of buildings for seismic safety after earthquakes or other natural disasters.

---

#10

**COMPLETE**


**Collector:** Web Link 1 (Web Link)  
**Started:** Sunday, June 20, 2021 10:45:45 PM  
**Last Modified:** Sunday, June 20, 2021 10:47:52 PM  
**Time Spent:** 00:02:07  
**IP Address:** 73.92.87.62

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Page 1

**Q1**

Contact Information

First and Last Name	<b>Braydan young</b>
Address	
City/Town	<b>San Rafael</b>
State/Province	<b>CA</b>
ZIP/Postal Code	<b>94901</b>
Email Address	
Phone Number	

---

**Q2**

What Board would you like to apply to?

**Board of Library Trustees,  
Design Review Board,  
Fire Commission,  
Pickleweed Advisory Committee,  
Planning Commission,  
Special Library Parcel Tax Oversight Committee**

---

Page 3

**Q6**

How long have you lived in San Rafael?

4 years

**Q7**

**Respondent skipped this question**

Business Information



**Q8**

**Friend**

How did you hear about this vacant position?

---

**Q9**

Do you participate in any civic activities? If so, what are they?

Financial committee

---

**Q10**

List any civic organizations of which you are a member:

Financial committee

---

**Q11**

Education:

Bachelor degree in business

---

**Q12**

Why are you interested in serving on a board or commission?

Would love to give back

---

**Q13**

Describe possible areas in which you may have a conflict of interest with the City:

Na

---

**Q14**

**Respondent skipped this question**

Upload your resume.

---

---

Page 4: Demographics

**Q15**

Ethnicity

[REDACTED]

---

**Q16**

To which gender do you most identify?

[REDACTED]

---

**Q17**



How old are you?

---

#2

**COMPLETE**

**Collector:** Web Link 1 (Web Link)  
**Started:** Monday, June 28, 2021 11:53:41 AM  
**Last Modified:** Monday, June 28, 2021 4:57:13 PM  
**Time Spent:** 05:03:32  
**IP Address:** 208.106.44.171

---

Page 1

**Q1**

Contact Information

First and Last Name	Jeffrey Kent
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901-1325
Email Address	[REDACTED]
Phone Number	[REDACTED]

---

**Q2**

**Design Review Board**

What Board would you like to apply to?

---

---

Page 3

**Q6**

How long have you lived in San Rafael?

25 years

---

**Q7**

Business Information

Company	Landscape Architect
Address	P.O. Box 150336
City/Town	San Rafael
ZIP/Postal Code	94915-0336

---

## Boards and Commissions Application

**Q8**

How did you hear about this vacant position?

Other (please specify):

Currently serve on DRB

---

**Q9**

Do you participate in any civic activities? If so, what are they?

Design Review Board, DBC Neighborhood Association, long standing volunteer with the Street Painting Festival. Have volunteered with or done pro bono work for: SR Fire Department, SR Planning Department (outside of DRB duties), Coleman Elementary School, San Rafael & Marin County open space, etc. Returned Peace Corps volunteer (Ecuador)

---

**Q10**

List any civic organizations of which you are a member:

DBCNA Neighborhood Association,  
Marin Beekeepers Association, Marin Agricultural Land Trust,  
Member (Former Board Member) California Horticultural Society

---

**Q11**

Education:

University of California, Berkeley, Landscape Architecture;  
Oregon State University, Master of Science in Horticulture;  
University of Wisconsin, Bachelor of Science

---

**Q12**

Why are you interested in serving on a board or commission?

As a landscape architect in private practice as well as a former employee of a diverse city twice the size of San Rafael (Santa Clara), I have deep experience with all sides of the building and review process, from applicant, to reviewer and to person charged with helping plan a city's long term future. I appreciate the collaborative process that the design review process regularly is; and it is rewarding when we can help make projects better. The DRB serves as a terrific free resource for applicants and for City Staff itself, and many times owner applicants and design professionals have approached one of us and said how much they appreciated our input. Project neighbors and other residents have told us how they appreciate the help the DRB process provides in understanding projects and giving opportunity to participate, and in the last year have said how they missed our old in- person meetings where they could look at large drawings in person and ask questions.

In creating our built environment, we are deciding how well our city will work, as well as how it looks and feels for many decades to come--I have experience with everything from environmentally sensitive decisions on onsite water retention to responsible tree selection and preservation, and from siting buildings to traffic solutions, and would welcome the chance to work with the DRB as we move forward with opportunities and solutions for growth and change in a city we all love.

---

**Q13**

Describe possible areas in which you may have a conflict of interest with the City:

Tennis Coach, Marin Academy, Marin Tennis Club

When this notice came out, I was out of state. I will not be able to upload a resume until my return in early July, but you have copies of my resume on previous applications.

---

**Q14**

Respondent skipped this question

Upload your resume.

---

Page 4: Demographics

**Q15**

Ethnicity

[REDACTED]

---

**Q16**

To which gender do you most identify?

[REDACTED]

---

**Q17**

Respondent skipped this question

How old are you?

---

#5

District 2

**COMPLETE**

**Collector:** Web Link 1 (Web Link)  
**Started:** Wednesday, June 09, 2021 10:13:41 AM  
**Last Modified:** Wednesday, June 09, 2021 10:17:04 AM  
**Time Spent:** 00:03:23  
**IP Address:** 162.235.141.22

---

Page 1

**Q1**

Contact Information

First and Last Name	<b>Mason Bondi</b>
Address	██████████
City/Town	<b>San Rafael</b>
State/Province	<b>Ca</b>
ZIP/Postal Code	<b>94901</b>
Email Address	██
Phone Number	██████████

---

**Q2** **Design Review Board**

What Board would you like to apply to?

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---

Page 3

**Q6**

How long have you lived in San Rafael?

30 years

---

**Q7**

Business Information

Address	<b>140 Woodland ave</b>
City/Town	<b>San Rafael</b>
ZIP/Postal Code	<b>Ca</b>

---

**Q8**

**Social Media**

How did you hear about this vacant position?

---

**Q9**

Do you participate in any civic activities? If so, what are they?

No

---

**Q10**

List any civic organizations of which you are a member:

None

---

**Q11**

Education:

BA- UC Berkeley

---

**Q12**

Why are you interested in serving on a board or commission?

Helping to improve design aesthetic in San Rafael

---

**Q13**

Describe possible areas in which you may have a conflict of interest with the City:

None

---

**Q14**

**Respondent skipped this question**

Upload your resume.

---

---

Page 4: Demographics

**Q15**

Ethnicity

[REDACTED]

---

**Q16**

To which gender do you most identify?

[REDACTED]

---

**Q17**



How old are you?

---



#2

**COMPLETE**

**Collector:** Web Link 1 (Web Link)  
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**Last Modified:** Tuesday, June 30, 2020 11:11:46 PM  
**Time Spent:** 00:04:04  
**IP Address:** 73.170.5.22

---

Page 1

**Q1**

Contact Information

First and Last Name	Paul DeMartini
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
Email Address	[REDACTED]
Phone Number	[REDACTED]

---

**Q2**

Design Review Board

What Board would you like to apply to?

---

Page 3

**Q6**

How long have you lived in San Rafael?

5 yrs

---

**Q7**

Respondent skipped this question

Business Information

---

**Q8**

Friend

How did you hear about this vacant position?

---

**Q9**

Do you participate in any civic activities? If so, what are they?

No

---

**Q10**

List any civic organizations of which you are a member:

None

---

**Q11**

Education:

Designer

---

**Q12**

Why are you interested in serving on a board or commission?

I'm passionate about design

---

**Q13**

Describe possible areas in which you may have a conflict of interest with the City:

None

---

**Q14**

**Respondent skipped this question**

Upload your resume.

---

#3

**COMPLETE**

District 4

**Collector:** Web Link 1 (Web Link)  
**Started:** Tuesday, June 30, 2020 4:16:40 PM  
**Last Modified:** Wednesday, July 01, 2020 9:51:35 AM  
**Time Spent:** 17:34:55  
**IP Address:** 73.231.219.131

---

Page 1

**Q1**

Contact Information

First and Last Name	Sharon Kovalsky
Address	[REDACTED]
City/Town	san rafael
State/Province	ca
ZIP/Postal Code	94903
Email Address	[REDACTED]
Phone Number	[REDACTED]

---

**Q2**

Design Review Board

What Board would you like to apply to?

---

Page 3

**Q6**

How long have you lived in San Rafael?

7 years

---

**Q7**

Business Information

Company	Aplos Group Architecture
Address	1035 Las Gallinas Ave
City/Town	San Rafael
ZIP/Postal Code	94903

---

**Q8**

**City Manager's Newsletter**

How did you hear about this vacant position?

---

**Q9**

Do you participate in any civic activities? If so, what are they?

belong to a faith congregation, business networking groups

---

**Q10**

List any civic organizations of which you are a member:

Marin Women at Work  
Congregation Emanuel  
BNI

---

**Q11**

Education:

BS Architecture  
MS Architecture  
Masters in Urban Planning

---

**Q12**

Why are you interested in serving on a board or commission?

I love design and care about how our city grows. I have alot of experience in working with and creating the built environment

---

**Q13**

Describe possible areas in which you may have a conflict of interest with the City:

I work in mostly residential projects in San Rafael, I work in commercial projects in Santa Rosa. I don't see much conflict.

---

**Q14**

Upload your resume.

**Sharon Kovalsky Resume.pdf (116.9KB)**

---



## Principal Architect at Aplos Group - Architecture

San Rafael, California  
[REDACTED]  
[REDACTED]

## Experience

### *Principal Architect - Aplos Group Architects, San Rafael, CA 2013-present*

After 30 years of design and architecture experience, I've honed my focus on creating beautiful, functional spaces I'd love to both live and work in.

My aesthetic focuses on respecting the natural environment and incorporating its beauty and simplicity into my work, always keeping my clients' needs front and center.

As a specialist in green design and Mid-Century Modern architecture, I understand the design opportunities and challenges they offer, and I work with other area specialists to source authentic, efficient, and affordable materials that respect the integrity of these architectural jewels and protect our environment.

#### Currently in Construction:

- ADU and garage addition San Rafael (Marin County Jurisdiction)
- New 10,000 sf Commercial Building, Santa Rosa
- House remodel, San Rafael
- ADU, San Francisco

#### Construction completed in the last year

- House Remodel, San Rafael
- ADU, Santa Rosa
- House remodel and addition, San Rafael
- 2 new home fire rebuilds, Santa Rosa (Sonoma County Jurisdiction)
- Home design showroom, retail storefront, Santa Rosa

### *Principal Architect - Sharon Kovalsky Architects, New York City, 1992-2013*

Working in the built environment of New York City. Condo renovations, apartment renovations. New homes, remodels, and renovations.

## Education: University of Michigan

B. Science - 1982 - Master of Architecture – 1984 – Master of Urban Planning - 1984

## Licenses & Certifications

Licensed Architect States of California and New York,  
Member in good standing, American Institute of Architects

#6

District 2

**COMPLETE**

**Collector:** Web Link 1 (Web Link)  
**Started:** Wednesday, June 09, 2021 9:57:26 PM  
**Last Modified:** Wednesday, June 09, 2021 10:34:16 PM  
**Time Spent:** 00:36:50  
**IP Address:** 67.161.40.47

---

Page 1

**Q1**

Contact Information

First and Last Name	Sharon Leckie
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
Email Address	[REDACTED]
Phone Number	[REDACTED]

---

**Q2**

Design Review Board

What Board would you like to apply to?

---

---

Page 3

**Q6**

How long have you lived in San Rafael?

2 years 2 months

---

**Q7**

Business Information

Company	[REDACTED]
Address	[REDACTED]
City/Town	[REDACTED]
ZIP/Postal Code	[REDACTED]

---

Boards and Commissions Application

**Q8**

How did you hear about this vacant position?

Other (please specify):

email

---

**Q9**

Do you participate in any civic activities? If so, what are they?

Not yet.

---

**Q10**

List any civic organizations of which you are a member:

None yet.

---

**Q11**

Education:

Business, Harvard

Coaching & Development, Portsmouth School of Business

---

**Q12**

Why are you interested in serving on a board or commission?

I'd like to invest in the city that I now call home, and the best way to do that is to be of service in real, tangible ways that positively impact real-life topics for San Rafael residents.

---

**Q13**

Describe possible areas in which you may have a conflict of interest with the City:

None.

---

**Q14**

Upload your resume.

**SR-CC-Application-DesignBoard-2021.pdf (2.3MB)**

---

Page 4: Demographics

**Q15**

Ethnicity



**Q16**



To which gender do you most identify?

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**Q17**



How old are you?

---





## San Rafael City Council | Application for Design Board

9 June 2021

Hi there,

here's a link to my LinkedIn profile, which is an up-to-date overview of my professional experience.

<https://www.linkedin.com/in/sharonleckie/>

Thanks for considering me, take care,  
Sharon

**Sharon Leckie**  
Managing Partner



#5

District 3

**COMPLETE**

**Collector:** Web Link 1 (Web Link)  
**Started:** Monday, July 13, 2020 12:12:28 PM  
**Last Modified:** Monday, July 13, 2020 1:48:54 PM  
**Time Spent:** 01:36:25  
**IP Address:** 73.162.192.246

---

Page 1

**Q1**

Contact Information

First and Last Name	<b>TOM VAN PELT</b>
Address	
City/Town	<b>SAN RAFAEL</b>
State/Province	<b>CA</b>
ZIP/Postal Code	<b>94903</b>
Email Address	
Phone Number	

---

**Q2**

**Design Review Board**

What Board would you like to apply to?

Page 3

**Q6**

How long have you lived in San Rafael?

2.5 YEARS

**Q7**

**Respondent skipped this question**

Business Information

**Q8**

**City Manager's Newsletter**

How did you hear about this vacant position?

**Q9**

Do you participate in any civic activities? If so, what are they?

No

---

**Q10**

List any civic organizations of which you are a member:

None

---

**Q11**

Education:

Master of Urban Design, UC Berkeley

Master of City & Regional Planning, Cal Poly San Luis Obispo

Bachelor of Arts, Political Science, San Francisco State University

---

**Q12**

Why are you interested in serving on a board or commission?

The City of San Rafael is a fantastic place to live. I'd like to volunteer my professional skillset and training to the City and improve the lives of San Rafaelians through positive contributions on the Design Review Board.

---

**Q13**

Describe possible areas in which you may have a conflict of interest with the City:

No known conflicts.

---

**Q14**

Upload your resume.

20200713\_Tom Van Pelt Resume DRC.pdf (225.4KB)

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**CORE COMPETENCIES:**

- Capital project leader with experience managing complex planning, design, and construction projects.
- Thorough understanding of the capital project context with the ability to work collaboratively, collegially, and forge consensus.
- Direct experience working with high-level administration and distilling key information about planning, design, and construction related initiatives.
- In-depth knowledge of regulatory requirements, including extensive experience with public sector agencies including standard practices, processes, , and policies.
- Expertise in complex stakeholder communication, meeting facilitation, project outreach, and agency coordination.
- Ability to understand, review, and manage the development of architectural programs, design documentation and drawings, specifications, permits and construction documents.
- Proven experience delivering projects on-schedule and on-budget, and familiarity with all aspects of project management from idea generation and scoping, budgeting assistance, through preconstruction and design, construction management, to occupancy and closeout.

**PROFESSIONAL EXPERIENCE:**

**1. Director, Facilities Planning, Design & Construction**  
**California State University Maritime Academy**  
*(February 2018 – July 2020 | 2 years) – Vallejo, CA*

As Director of Facilities Planning, Design & Construction, Tom is responsible for all phases of capital projects on the Cal Maritime campus and satellite properties – including the supervision of all planning, design, permitting, contracting, and construction activities. Tom is also responsible for updating and implementing the Campus Master Plan, the University's annual 5-Year Capital Outlay Plan, and the University's annual project nomination program. Tom's responsibilities also extend to the design of the campus environment, ensuring that campus development maintains harmony with the campus character, natural systems and campus ecology, and the University's long-term planning and sustainability goals. Tom's current duties include:

- Department Management
  - Serving as the face of the Planning, Design & Construction department, Tom is highly visible to the campus community and represents the department in all meetings with University administration, staff, faculty and students.
  - Managing department personnel and overseeing all departmental activities.
  - Content development for the department's website and ensuring that the website is up to date.
  - Developing and maintaining the University's digital plan room.
- Public Outreach
  - Preparing for and presenting at town halls, councils, and committee meetings.
  - Organizing and running committees and task forces focused on planning, design and construction activities.
  - Alerting the campus to all construction activities and disruptions on the campus (including weekly campus-wide emails).
  - Providing monthly project updates to both campus and CSU leadership.

- Capital Planning
  - Developing scope of work and budgets for major and minor capital projects including tenant improvements, renovations, new construction, and infrastructure projects.
  - Developing and implementing the University's 5-Year Capital Outlay Plan in coordination with the CSU Office of the Chancellor.
- Campus Planning
  - Maintaining and implementing the Campus Master Plan and corresponding Environmental Impact Report (EIR).
  - Providing urban design oversight for the university campus, including building siting, circulation network guidelines and improvements, and public space enhancements.
  - Developing campus design guidelines including wayfinding and signage standards, landscape planting palettes, and building color and material standards.
  - Developing and maintaining the University's space database (i.e. Space & Facilities Database (SFDB)).
- Project Development and Contracts
  - Administering the selection and appointment of architects, engineers, inspectors, and other special consultants for major and minor capital projects.
  - Preparing and issuing project Requests for Qualifications (RFQ) and Requests for Proposals (RFP).
  - Preparing scope of work for professional and specialty services.
  - Reviewing project cost proposals and approving contract agreements.
  - Creating, maintaining, and overseeing project schedules.
  - Managing the University's Job Order Contract (JOC), Task Order Contract Agreement (TOCA), and competitive bid processes.
- Project Management
  - Coordinating design and construction activities with campus departments and informing customers and other campus users about project design and construction activities and timelines.
  - Owning the fiscal responsibility for project budgets from project design through construction; tracking and reporting project expenditures. Preparing and reconciling project budgets with project cost estimates, cost proposals, bids, and expenditures.
  - Leading pre-design assessments – including geotechnical and soils studies, hazardous material studies, MEP and civil investigations, and programming and feasibility studies.
  - Supervising capital projects throughout the design process (conceptual, schematic, preliminary, construction documents).
  - Reviewing documents for compliance with the project program, budget, and schedule, for consistency with previously approved phases of work, for clarity of design intent, and for compliance with CSU policy, standards, and general conditions.
  - Leading all permitting requirements with external agencies such as the Office of the State Fire Marshal, the Division of the State Architect (DSA), and environmental compliance with agencies such as BCDC, CDFW, USDFW, and the Army Corps of Engineers.
- Construction Management
  - Supervising the University's construction management staff.
  - Leading weekly and special project meetings and evaluating progress, reports on progress, quality, budget and other items for which action is required.
  - Supervising the activities of inspectors and testing firms, and reviewing the Inspector of Record's (IOR) daily diary and weekly reports.
  - Issuing field instructions and authorizing change order work.
  - Coordinating punch lists, final acceptance, inspections, and scheduling of occupancy.

**2. Campus Planner**

**WRNS Studio**

*(May 2014 – Present | 3 years, 6 months) – San Francisco, CA*

At WRNS Studio Tom served as the primary project manager for several of the firm's campus planning pursuits, including campus master plans for CSU Maritime Academy, San Jose State University, and the University of Hawaii. Tom's duties as Campus Planner included:

- Developing campus design concepts from initial conception and sketches to vetted and approved master plans. Producing master plan graphics, urban design drawings, and documentations.
- Developing project design goals, objectives, and narratives. Serving as the primary author on the firm's master plan products.
- Producing standards and design guidelines including wayfinding and signage, architectural design guidelines, and color and material palettes.
- Serving as a key team member conducting building programming and feasibility studies for higher education clients such as CSU East Bay, San Jose State University, CSU Maritime Academy, and the University of Hawaii, Manoa.

**3. Assistant Planner – RRM Design Group**

*(January 2013 – May 2014 | 1 year, 5 months) - San Luis Obispo, CA*

At RRM Design Group Tom acted as a junior planner, working on many of the firm's civic and developer lead planning efforts.

- Created planning documents and graphics, including specific plans, design guidelines, presentation graphics, land use plans, and general plans.
- Team leader during public outreach events and community workshops.

**4. Enlisted Seaman – United States Navy**

*(January 2010 - December 2011 | 2 Years) - San Diego, CA & Washington D.C.*

- Honorable Discharge
- Attended Basic Underwater Demolition/SEAL (BUD/S)
- Served in U.S. Navy Ceremonial Guard

**5. Facilities Assistant – WATG Architecture**

*(February 2004 – August 2006) | 2 years, 7 months) - Irvine, CA*

- Coordinated and facilitated space and personnel moves between main campus and satellite campuses.
- Managed equipment inventories and databases.

**EDUCATION:**

**Master of Urban Design – University of California, Berkeley**

**Master of City & Regional Planning – California Polytechnic State University (Cal Poly) San Luis Obispo**

**Bachelor of Political Science – San Francisco State University**

**WEBSITES:**

LinkedIn: <https://www.linkedin.com/in/tom-van-pelt-0260218>

CSU Maritime Academy: [www.csum.edu/web/facilities-planning-design-and-construction](http://www.csum.edu/web/facilities-planning-design-and-construction)

**TECHNICAL PROFICIENCIES:**

- Hand sketching, ESRI GIS – Arch Map & Arch Catalog, AutoCAD, Revit, Sketchup, Adobe Illustrator, Adobe Photoshop, Adobe InDesign, VRAY, Maxwell Renderer, BIM Explorer, Microsoft Word, Microsoft Powerpoint, Microsoft Excel.

**ASSOCIATIONS:**

- Society for College & University Planning (SCUP), American Planning Association (APA), San Francisco Planning and Bay Area Research (SPUR), Urban Land Institute (ULI)

**COMPLETED PROFESSIONAL PROJECTS:**

**California State University, Maritime Academy:**

- Baffle Wall Replacement (New Construction - Infrastructure)
- Campus Master Plan EIR
- Campus Storm Drain Rebuild (New Construction - Infrastructure)
- Campus Wayfinding & Signage Assessment and Standards
- Campus Wayfinding & Signage Implementation (New Construction).
- Domestic Water Valve and Line Replacements (Infrastructure)
- Engineering Dean's Office and Meeting Rooms (Tennant Improvement)
- Faculty Drive Stabilization and Path of Travel (New Construction - Infrastructure)
- Fire Remediation Disaster Recovery
- Lot O Fiber Trench (New Construction)
- Makerspace (Tennant Improvement)
- Maritime North Residence Hall Roof Replacement (DM Repair)
- Maritime North Assorted Compliance Projects (ADA, Fire Sprinkler, Smoke Alarm)
- Mayo Hall Renovation & Addition (New Construction & Renovation)
- Oceanography Lab (Tennant Improvement)
- Overlook Landscape and Parking Lot I expansion (New Construction)
- PG&E Cable Undergrounding (New Construction – Infrastructure)
- Shoreside Wharf Boiler (New Construction)

**WRNS Studio:**

- CSU East Bay Classroom Standards
- CSU Maritime Academy Campus Master Plan
- CSU Maritime Academy Mayo Hall Detailed Project Program
- Microsoft Silicon Valley Planning and Urban Design Specifications
- Panetta Institute for Public Policy Feasibility Study and Detailed Project Program
- Rockwood Capital Evelyn Avenue Planning and Urban Design Study
- San Jose State Interdisciplinary Science Building Detailed Project Program
- San Jose State University Facilities Master Plan
- University of Hawaii, Manoa Infrastructure Master Plan
- University of Hawaii, Manoa Klum Gym Detailed Project Program
- University of Hawaii, Manoa LRDP

**RRM Design Group**

- Chevron Tank Farm Design Guidelines
- City of Azusa Downtown Specific Plan
- City of Fullerton Downtown Core and Corridors Specific Plan
- Downtown Pismo Beach Vision and Strategic Plan
- Monterrey Bay Sanctuary Scenic Trail Network Master Plan
- San Luis Ranch Master Plan
- Serra Meadows Master Plan and Design Guidelines



#4

District 2

**COMPLETE**

**Collector:** Web Link 1 (Web Link)  
**Started:** Wednesday, June 09, 2021 8:31:03 AM  
**Last Modified:** Wednesday, June 09, 2021 8:43:35 AM  
**Time Spent:** 00:12:31  
**IP Address:** 67.169.53.19

---

Page 1

**Q1**

Contact Information

First and Last Name	Zachary Meade
Address	[REDACTED]
City/Town	San Rafael
State/Province	CA
ZIP/Postal Code	94901
Email Address	[REDACTED]
Phone Number	[REDACTED]

---

**Q2**

Design Review Board

What Board would you like to apply to?

---

---

Page 3

**Q6**

How long have you lived in San Rafael?

2 Months in my new home of San Rafael after 9 years in San Francisco.

---

**Q7**

Business Information

Company	Pristereo
Address	249 Prospect Drive
City/Town	San Rafael
ZIP/Postal Code	94901

---

**Q8**

**Social Media**

How did you hear about this vacant position?

---

**Q9**

Do you participate in any civic activities? If so, what are they?

Practicing local architect who is eager to get involved at the local level.

---

**Q10**

List any civic organizations of which you are a member:

California Architect's Board License since 2016.

---

**Q11**

Education:

Masters of Architecture 2007, Newschool of Architecture + Design. Design studios in Lund, Sweden and Vienna, Austria. Worked for 4 years in New Zealand and Australia at a professional level.

---

**Q12**

Why are you interested in serving on a board or commission?

I am a local architect, practicing in San Rafael committed to improving the future built environment of the city! I do contemporary work all over California, but have chosen to call San Rafael home.

---

**Q13**

Describe possible areas in which you may have a conflict of interest with the City:

I currently have no projects in the city's jurisdiction. I do however work and live in San Rafael.

---

**Q14**

Upload your resume.

**Pristereo 2019 Portfolio\_Arch.pdf (7.2MB)**

---

Page 4: Demographics

**Q15**

Ethnicity



**Q16**



To which gender do you most identify?

---

**Q17**



How old are you?

---



# pristered

architecture + branding

00000000

portfolio 2019



architecture can be defined as:

the manipulation and organization of materials to allow for new realities



**Zachary Meade**  
Owner  
CA licensed architect C 36088



MArch Newschool of  
Architecture & Design  
in California

multiple IIDA award winner

Lund University in Sweden  
Urban Studio

Vienna School of Applied Arts  
Digital Design Studio

Zach has practiced architecture in the  
USA, Australia, & New Zealand

Revit specialist

**Pristereo** is an architecture firm focused on residential and small commercial projects based in San Francisco, CA. The firm is owned by California licensed architect Zachary Meade.

Zach spent the six years prior to starting Pristereo with **Blitz** in San Francisco designing workplaces for technology companies in Silicon Valley and abroad. He has designed spaces for **Google, Microsoft, Zendesk, Twilio**, and others. Zach's design work has won two International Interior Design Association awards, and his work has been published extensively. With his commercial experience, Zach is fully fluent in **California Building Code** requirements and accessibility requirements.

Prior to his time in the Bay Area, Zach practiced at a wide range of international architecture firms in the US, Australia, and New Zealand including **Woods Bagot, Hayball**, and **Athfield Architects**. At these firms, Zach worked as a project designer on many residential, commercial, and civic buildings and competitions. Zach also became a **BIM specialist** during his time abroad, focusing on the forefront of architectural design technologies.

In 2018, Zach started Pristereo with the goal of focusing on a few projects a year, where he can dedicate his time to **learning and mastering his client's visions**, goals, aspirations, and project requirements. Pristereo seeks to create only the most successful and thoughtful work through the careful, considered practice of architecture and design.

**Services provided:**

- Full architectural services
- Code compliance review
- Graphic Design and Branding
- BIM assistance in Autodesk Revit

cover image photography credit: Stuart Murchison



\*all work this page completed during employment at Blitz in California  
photography credit: Nicole England

# work samples - architecture\*



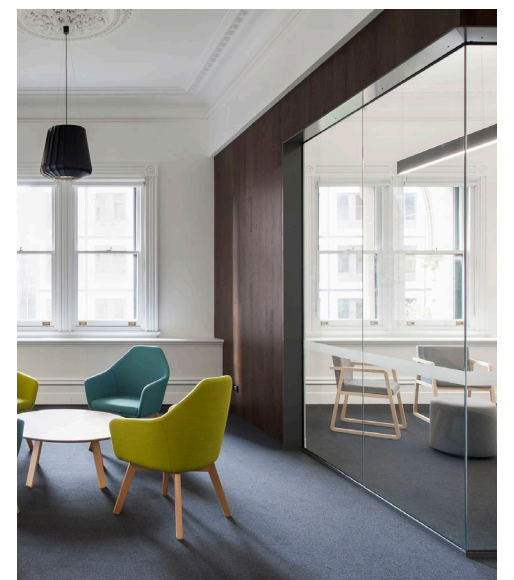
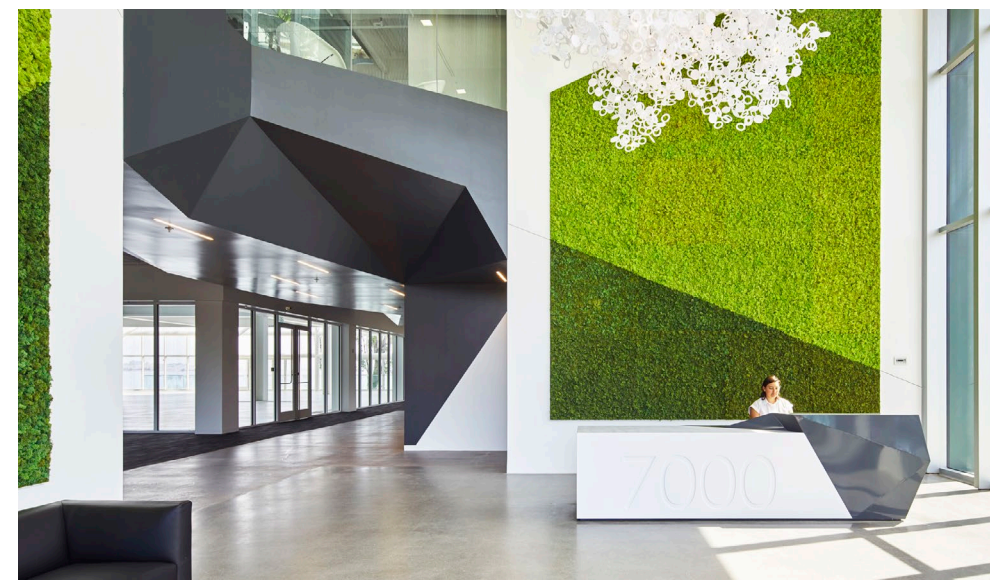
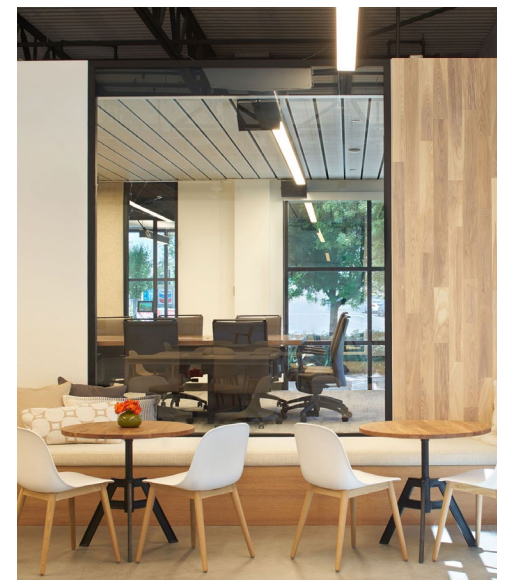
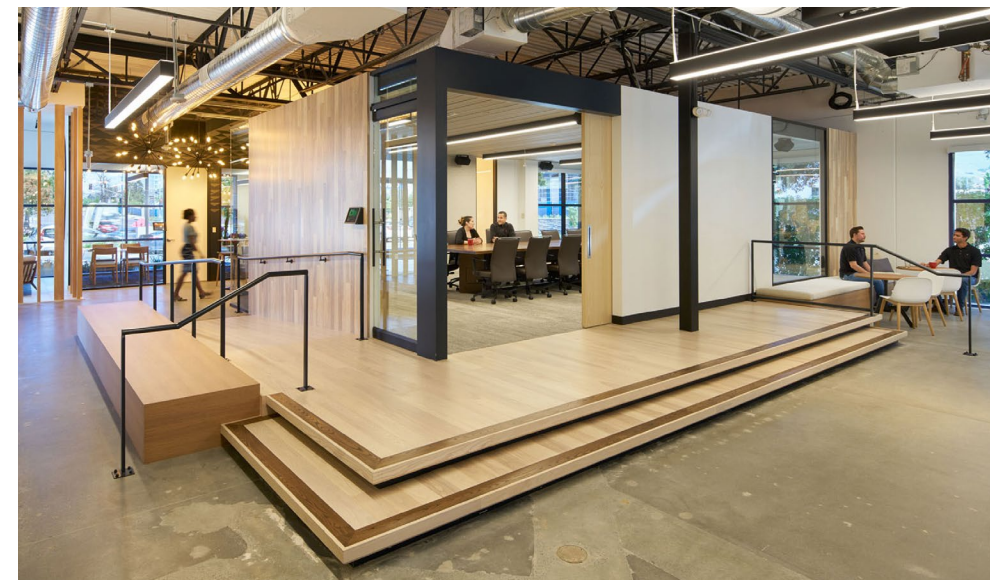
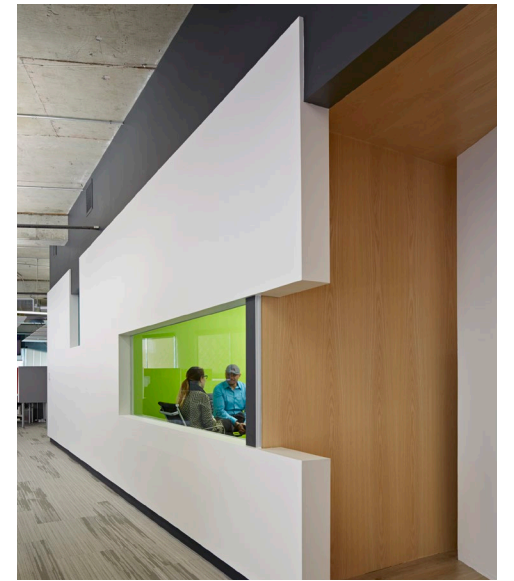
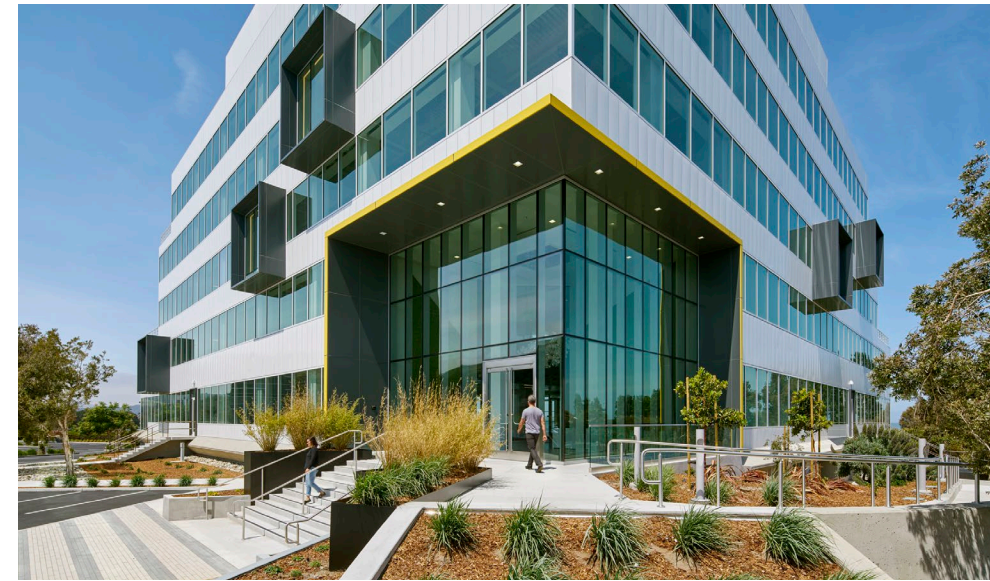
Within many of his designs, Zach has employed large architectural moves to help delineate space and create hierarchy.

Often realized through “buildings within buildings”, large forms wrap, contain, and have defined spaces in both his exterior and interior work. The images to the right of this page show a breadth of folded forms, encompassing shapes, raw materials, and purposeful openings that guide people through architectural volumes, and create fun, inviting spaces in a variety of use cases.

**Architecture should be fun**, and the creation of space should evoke possibility, excitement, and engagement.

Zach’s involvement in these projects included space planning, architectural design, code compliance review, and construction oversight. Zach produced initial concept sketches, permit drawings and jurisdiction coordination, final construction documentation, and construction administration on these projects.

# work samples - architecture\*



\*all work this page completed during employment at Blitz in California  
photography credits: Bruce Damonte, Nicole England  
pristereio - zachary meade CA licensed architect 7

# work samples - hospitality\*

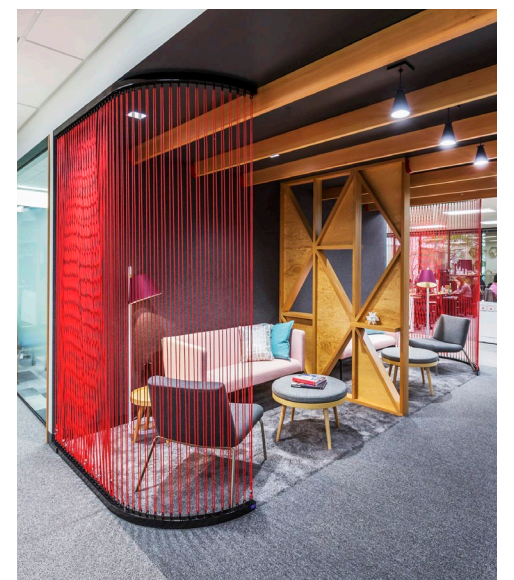
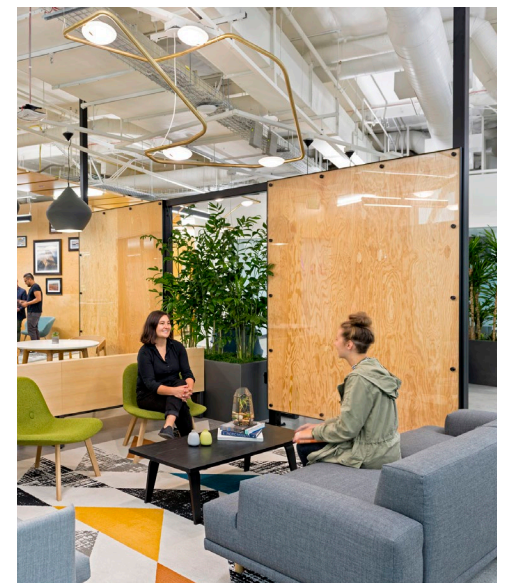
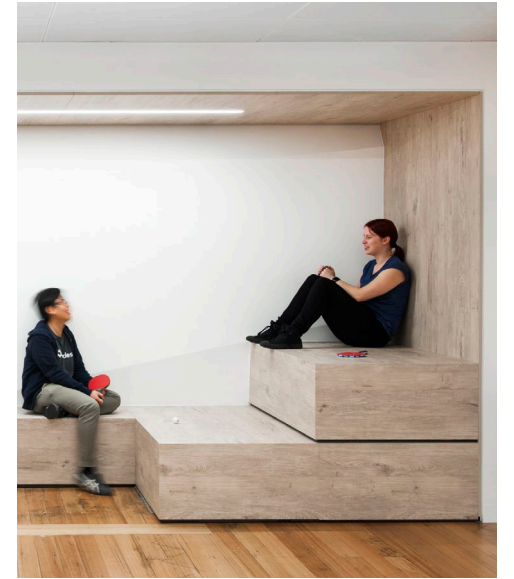


Through his work in the technology sector, Zach has been able to create a variety of spaces that are applicable to hospitality and small commercial design. Lunch spaces, collaborative zones, and visitor reception areas all illustrate these qualities. The images to the right show unique space dividers, custom furniture designs, kitchen spaces, café and bar layouts, and retail sensibilities.

Good design creates good business, and Zach will further explore the ideas above through Pristereio. By working with clients and diving deep into their business requirements, Pristereio will create spaces that **help clients realize their business goals**, while creating unique and fun opportunities at the same time.

Zach's involvement in these projects included space planning, architectural design, code compliance review, and construction oversight. Zach produced initial concept sketches, permit drawings and jurisdiction coordination, final construction documentation, and construction administration on these projects.

# work samples - hospitality\*



\*all work this page completed during employment at Blitz in California  
photography credits: Nicole England, Marco Zecchin, Jasper Sanidad



## work sample - townhomes



This duplex townhome is the first built project designed by Pristere. Designed across two subdivisions where a single family home previously lived, the site is located within both an urban transit corridor and suburban setting.

The project design needed to balance the needs for increased density while also sitting well within the neighborhood context. The large three bedroom 2,000 sf **units were articulated into separate masses to create the illusion of a series of smaller spaces** and avoid a singular heavy mass. Landscaping and stepped pathways were influenced by a nearby neighborhood creekside walking path.

Pristereo produced a series of digital renderings in-house to readily convey to the client proposed concepts for both the building exterior and interior spaces. These renderings evolved over time, and the final iterations are shown here.

Pristereo's services for this project included Schematic Design, Design Development, Planning Department submittal and approved design, structural coordination, and working drawing pricing package.

## work sample - townhomes



photography credit: Stuart Murchison

# work sample - townhomes



rendering taken from frontyard

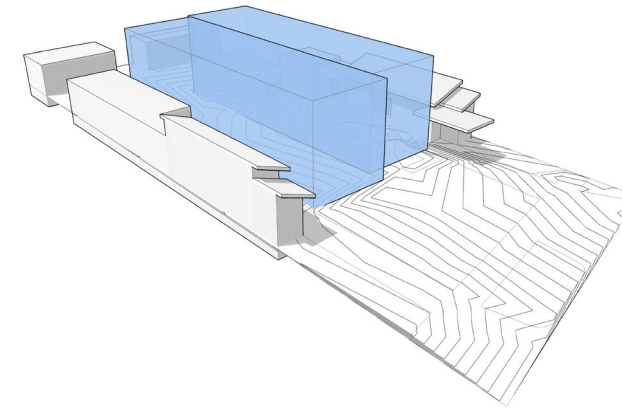


rendering taken from living space

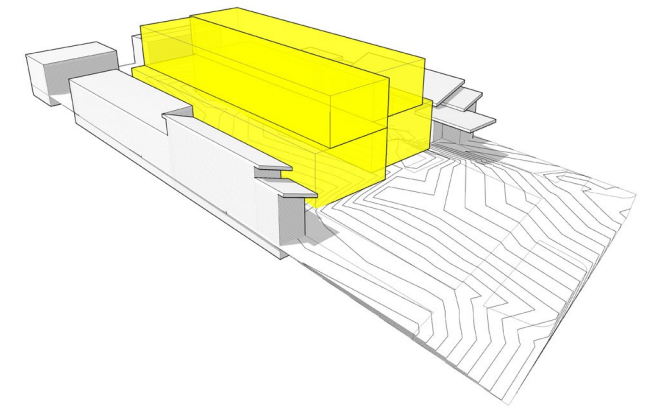
# work sample - townhomes



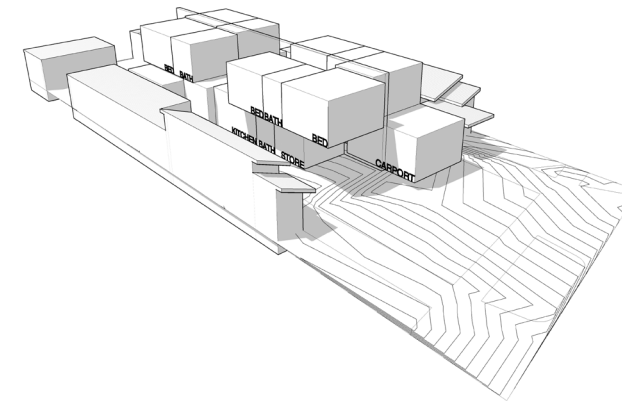
## Project Concept Illustration



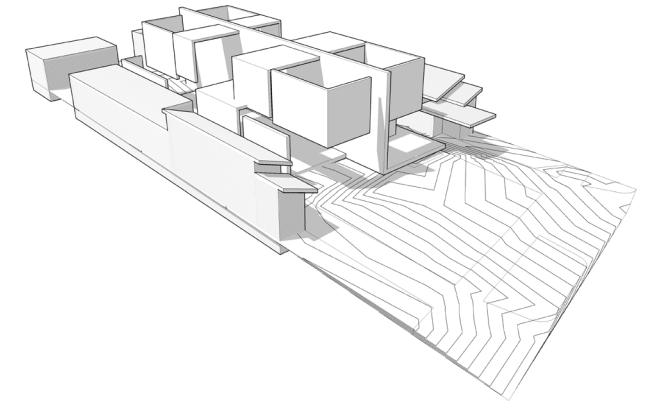
**1**  
Two units extruded on the site



**2**  
Town planning require setbacks

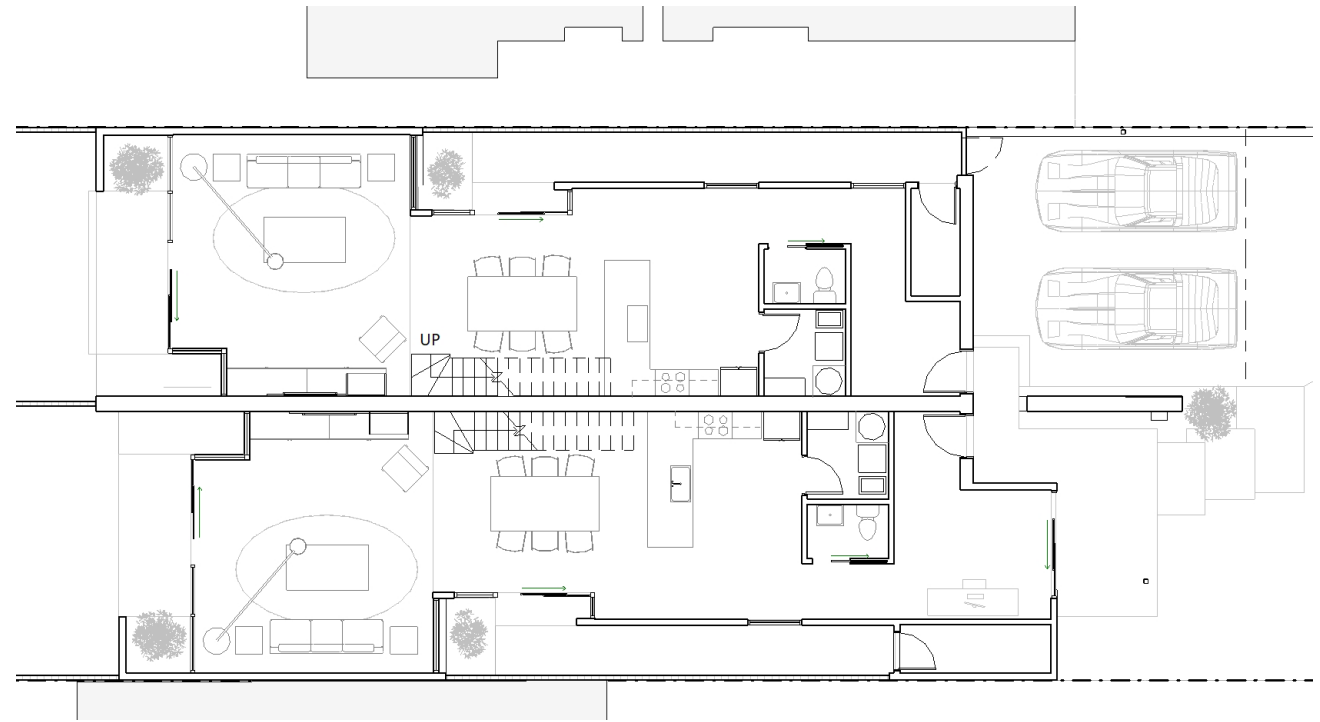


**3**  
Required spaces broken down into separate masses

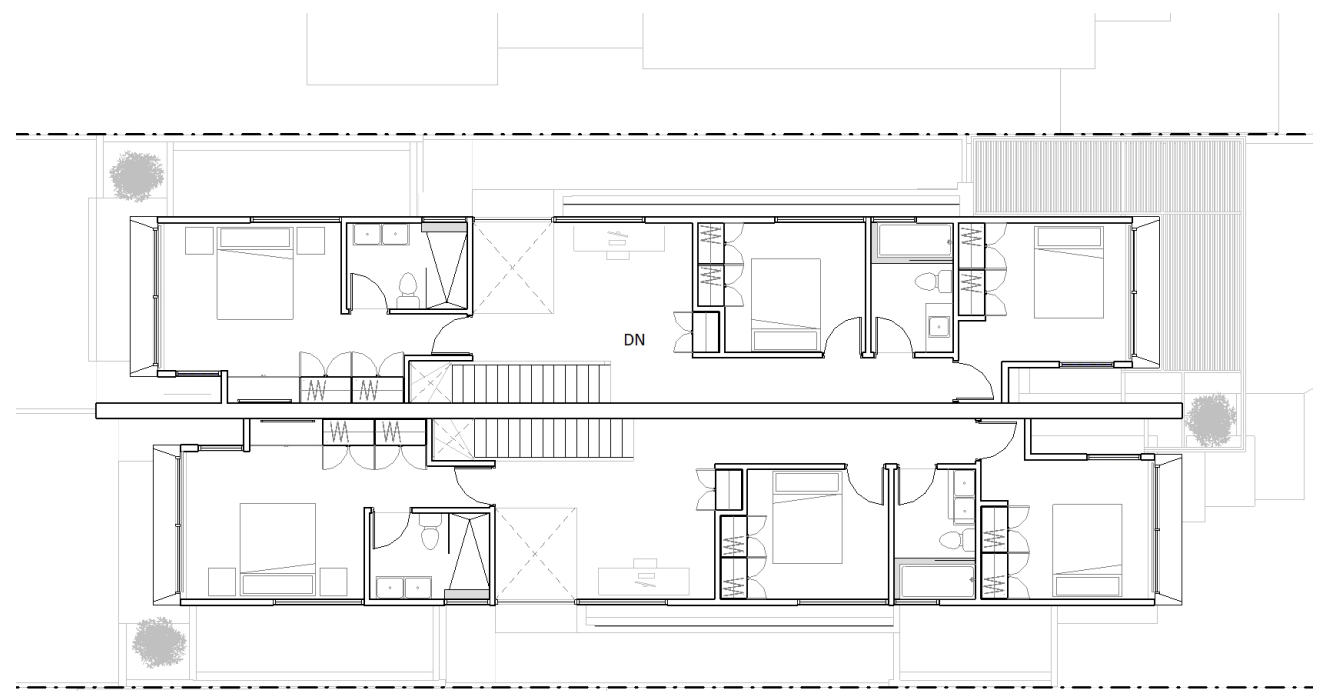


**4**  
Abstracted conceptualization technique used to create the building forms.

# work sample - townhomes



floorplan ground level



floorplan second level



# work sample - townhomes

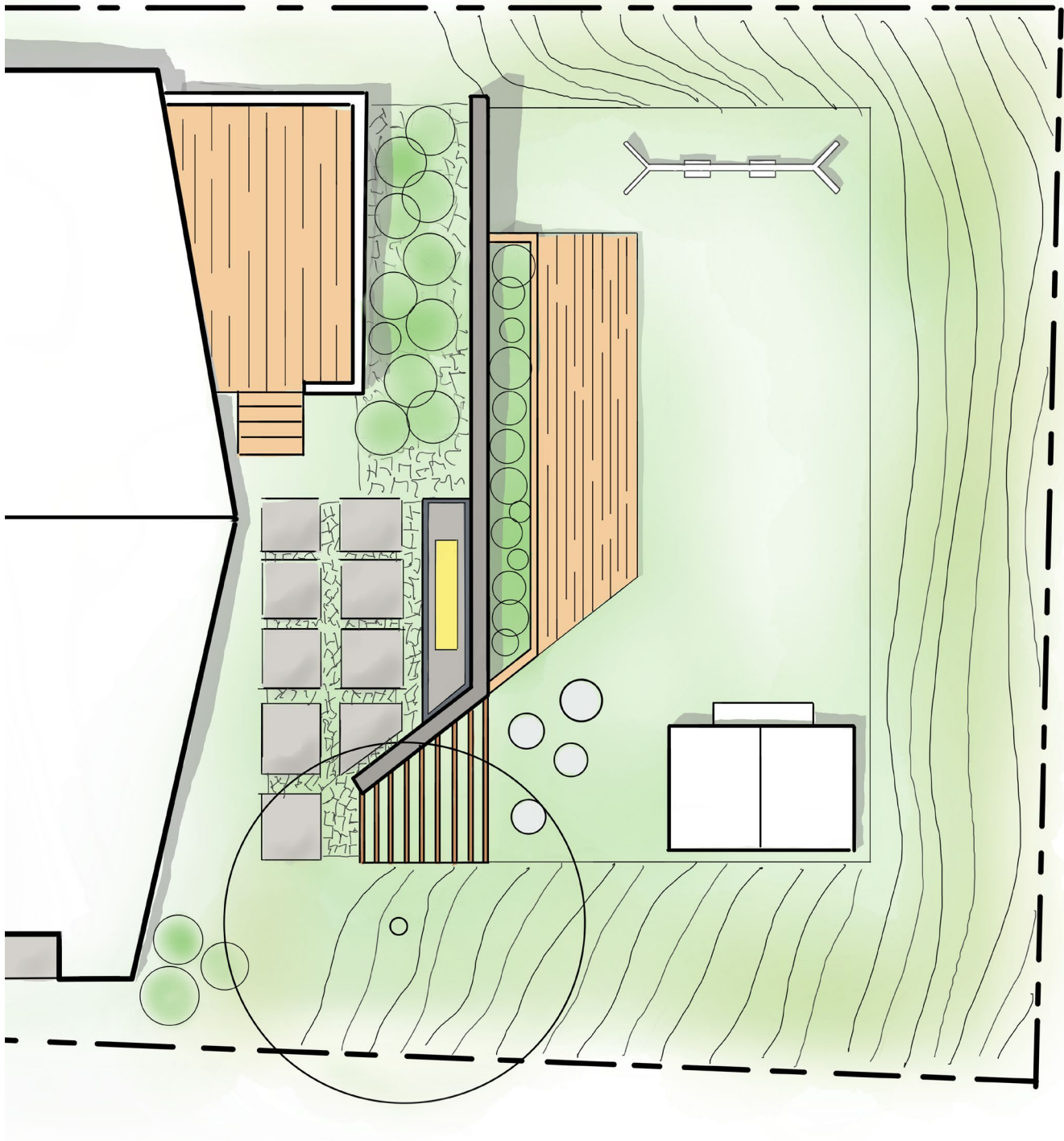


rendering taken from backyard





photography credit: Stuart Murchison



#### 14.25.070 Design Review Board.

A. Purpose and Authority. The Design Review Board shall serve as an advisory body to the city for the purpose of reviewing and formulating recommendations on all major physical improvements requiring environmental and design review permits and on other design matters, including minor physical improvements, referred to the Board by the Planning Director, Planning Commission, or City Council.

B. Membership of the Design Review Board. The Design Review Board shall consist of a total of five (5) regular members and may include one alternate member appointed by the City Council. The Design Review Board members shall be qualified as follows:

1. At least two (2) members shall be licensed architects or licensed building designers;
2. At least one member shall be a licensed landscape architect;
3. At least one of the five (5) members shall have background or experience in urban design;
4. The alternate member may have qualifications in any of the above fields of expertise;
5. All board members shall reside in the City of San Rafael; and
6. In addition to the five (5) council-appointed Board members and one alternate member, one planning commissioner shall attend Board meetings. This liaison planning commissioner shall be appointed by the commission chairperson. An additional commissioner shall be appointed to serve as an "alternate liaison" in case of absence. The planning commission liaison should be present at all Design Review Board meetings to offer advice and direction to the Board on matters of commission concern.

C. Alternate Member. The alternate member may temporarily fill a vacancy created when a regular member: (1) leaves office prior to completion of the member's term; (2) cannot attend a meeting; or (3) cannot participate on a particular matter due to a conflict of interest.

D. Term of Office. The term of office for each Design Review Board member shall be four (4) years. Of the members of the Board first appointed, one shall be appointed for the term of one year; one for the term of two (2) years; one for the term of three (3) years; and two (2) for the term of four (4) years. The term of office for the alternate board member shall be four (4) years concurrent with the term of the chairperson.

E. Removal or Vacancy of Membership. Any member of the Board or the alternate member can be removed at any time by a majority vote by the City Council. A vacancy shall be filled in the same manner as the original appointment. The person appointed to fill a vacancy shall serve for the remainder of the unexpired term.

F. Meetings. At least one regular Design Review Board meeting shall be held each month on a date selected by the Board, unless there is no business to conduct.

G. Quorum. Three (3) of the members of the Board, either regular members or two (2) regular members and the alternate board member, shall be required to constitute a quorum for the transaction of the business of the Board and the affirmation vote of a majority of those present is required to take any action.

H. Compensation of the Design Review Board. All members of the Board shall serve as such without compensation.

I. The Design Review Board may adopt, and amend as necessary, Rules of Order to ensure efficient and responsive Board meetings. (Ord. 1838 § 53, 2005; Ord. 1794 § 2, 2003; Ord. 1625 § 1 (part), 1992).