



**Design Review Board
Regular Meeting**

**Tuesday, February 8, 2022, 7:00 P.M.
AGENDA**

Virtual Meeting

Watch on Webinar: <https://tinyurl.com/dr-2022-02-08>

Telephone: (669) 900-9128

Meeting ID: 816 4876 6170#

One Tap Mobile: US: +16699009128,,81648766170#

CORONAVIRUS (COVID-19) ADVISORY NOTICE

In response to Assembly Bill 361, the City of San Rafael is offering teleconference without complying with the procedural requirements of Government Code section 54953(b)(3). This meeting will be held virtually using Zoom.

How to participate in the meeting:

- Submit public comments in writing. Correspondence received by 10:00 p.m. the Tuesday the week before the meeting will be provided with the agenda materials provided to the Board. Correspondence received after this deadline but by 12:00 p.m. the day before the hearing will be conveyed to the Board as a supplement. Correspondence received after this deadline will not be distributed to the Board but will be saved in the project administrative record. Send correspondence to the project planner or to PlanningPublicComment@cityofsanrafael.org; or send in writing to Planning Division, CDD; 1400 5th Ave. 3rd Fl.; San Rafael, CA 94901.
- Join the Zoom webinar and use the 'raise hand' feature to provide verbal public comment.
- Dial-in to Zoom's telephone number using the meeting ID and provide verbal public comment.

Any member of the public who needs accommodations should contact the City Clerk (email city.clerk@cityofsanrafael.org or phone at 415-485-3066) who will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the City procedure for resolving reasonable accommodation requests.

Members of the public may speak on Agenda items.

CALL TO ORDER

RECORDING OF MEMBERS PRESENT AND ABSENT

APPROVAL OR REVISION OF ORDER OF AGENDA ITEMS

PUBLIC NOTIFICATION OF MEETING PROCEDURES

ORAL COMMUNICATIONS FROM THE PUBLIC

Remarks are limited to three minutes per person and may be on anything within the subject matter jurisdiction of the body. Remarks on non-agenda items will be heard first, remarks on agenda items will be heard at the time the item is discussed.

CONSENT CALENDAR

The Consent Calendar allows the Board to take action, without discussion, on Agenda items for which there are no persons present who wish to speak, and no Board members who wish to discuss.

1. **Approval of the Design Review Board Meeting Minutes of January 19, 2022**

Recommended Action – Approve minutes as submitted

2. **558 Fairhills Drive**

Proposed three-foot (3'), 23-square-foot setback encroachment into the minimum 12.5-foot side yard setback to allow a kitchen and dining room expansion of an existing single-family hillside residence; APN: 010-101-01; Single-Family Residential-Hillside Development Overlay (R20-H) District; Darin Stroop, applicant; Jacob and Bridget Peterson, Owners.

Project Planner: Steve Stafford steve.stafford@cityofsanrafael.org

Recommended Action – Approve project as presented

ACTION CALENDAR

3. **300 Smith Ranch Rd. (Las Gallinas Valley Sanitation District)**

Conceptual Design Review of a proposal to construct a new three-story, approx. 15,000 sq. ft. Operations Control Center (OCC) for Las Gallinas Valley Sanitation District (LGVSD) including operations control for the wastewater treatment plant, a laboratory, administrative offices, conference rooms, and multi-function classrooms for public use. The proposal also includes the creation of a new Corporation Yard with the construction of a new one-story, 3,000 sq. ft., carport maintenance building providing a secured surface parking lot for LGVSD vehicles. The new OCC would replace an existing Administration Building and the new Corporation Yard would replace an existing carport structure; APNS: 155-121-20, -27 & -29; Public/Quasi-Public (P/QP) District Zone; Michael P. Cortez, Applicant; Las Gallinas Valley Sanitation District, Owner.

Project Planner: Steve Stafford steve.stafford@cityofsanrafael.org

Recommended Action – Accept report and provide feedback

DIRECTOR'S REPORT

BOARD COMMUNICATION

ADJOURNMENT

Any records relating to an agenda item, received by a majority or more of the Commission less than 72 hours before the meeting, shall be available for inspection online. Sign Language interpreters may be requested by calling (415) 485-3066 (voice), emailing city.clerk@cityofsanrafael.org or using the California Telecommunications Relay Service by dialing "711", at least 72 hours in advance of the meeting. Copies of documents are available in accessible formats upon request.