



**Design Review Board
Regular Meeting**

**Tuesday, December 6, 2022, 7:00 P.M.
AGENDA**

Participate In-Person:

**San Rafael City Council Chambers
1400 Fifth Avenue, San Rafael, CA 94901
Or**

Participate Virtually:

Watch on Webinar: <https://tinyurl.com/drb-2022-12-06>

Telephone: 1 (669) 444-9171

Meeting ID: 831 0781 8748

One Tap Mobile: US: +16694449171, 83107818748#

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 in-person and virtually using Zoom.

How to participate in the meeting in-person:

- Stay home if you are experiencing COVID-19 symptoms
- Face coverings are recommended for attendees
- Use the sign-in sheet (optional) which allows notification of potentially exposed individuals if contact tracing reveals COVID-19 transmission may have occurred in a given meeting.
- Attendance will be limited to 50 percent of room capacity (no more than 90 persons) and all in-person attendees should socially distance as recommended by public health authorities. If the Chambers are 50% occupied, please participate online instead, or utilize the audio feed in the lobby.
- All attendees are encouraged to be fully vaccinated.

How to participate in the meeting virtually:

- Submit public comment in writing before 4:00 p.m. the day of the meeting to PlanningPublicComment@cityofsanrafael.org.
- 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 November 8, 2022**
Recommended Action – Approve minutes as submitted

ACTION CALENDAR

- 2. 76 Albert Park Lane – Wildcare**
Request for Conceptual Design Review for proposed replacement of existing Wildcare facilities with new animal hospital, educational, and animal housing facilities; APN: 013-061-54; Multi-Family Zoning District (HR1.5); PLAN22-127, ED22-040
Project Planner: Jeff Ballantine (jeff.ballantine@cityofsanrafael.org)
Recommended Action – Review and provide input on proposed project

STAFF COMMUNICATION

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.



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1400 Fifth Avenue, San Rafael, CA 94901
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CALL TO ORDER

Vice Chair Kovalsky called the meeting to order at 7:03 p.m. Vice Chair Kovalsky then invited Staff & Senior Planner Jeff Ballantine to call roll.

RECORDING OF MEMBERS PRESENT AND ABSENT

Present: Vice Chair Sharon Kovalsky
Board Member Michael Alexin
Board Member Jeff Kent
Board Member Larry Paul
Board Member Stewart Summers

Absent: Board Member Larry Paul
Chair Sarah Rege
Alternate Board Member Donald Blayney

Also Present: Jeff Ballantine, Staff, Senior Planner & DRB Secretary
Renee Nickenig, Assistant Planner

PUBLIC NOTIFICATION OF MEETING PROCEDURES

Vice Chair Kovalsky invited Staff & Senior Planner, Jeff Ballantine, to inform the public that members they can provide public comment either in person in the Council Chambers, by telephone or via zoom with the raise hand feature. Written comments submitted prior to the meeting time would be read aloud into the record during the public comment portion of each item.

Vice Chair Kovalsky reviewed the procedures for the meeting.

URGENT ORAL/EMAIL COMMUNICATIONS FROM THE PUBLIC

Vice Chair Kovalsky called for any comments from the public on items NOT on the agenda. There were no public comments.

CONSENT CALENDAR

Vice Chair Kovalsky invited public comment on the Consent Calendar. There was no comment on the Consent Calendar.

1. Approval of the Design Review Board Meeting Minutes of May 17, 2022

Member Kent moved and Member Alexin seconded to approve the Minutes as submitted.

AYES: Members: Vice Chair Kovalsky, Alexin, Kent, & Summers

NOES: Members: None

ABSENT: Members: Chair Rege

ABSTAIN: Members: None

Motion carried 4-0 Yes.

2. Approval of the Design Review Board Meeting Minutes of September 7, 2022

Member Kent moved and Member Summers seconded to approve the Minutes as submitted.

AYES: Members: Vice Chair Kovalsky, Alexin, Kent, & Summers
NOES: Members: None
ABSENT: Members: Chair Rege
ABSTAIN: Members: None

Motion carried 4-0 Yes.

ACTION CALENDAR

Vice Chair Kovalsky introduced the Action Calendar and invited staff to present the Staff Report.

3. 380 Margarita Drive – New Single-Family House

Request for an Environmental and Design Review Permit for a new single-family residence, pool, and detached garage with a guest unit on a vacant hillside lot; APN: 015-320-03; Planned Development District (PD) 1808-H; ED21-011, PLAN21-019
Project Planner: Renee Nickenig (renee.nickenig@cityofsanrafael.org)

Renee Nickenig, Assistant Planner, presented the Staff Report on the project.

Applicant Team gave a presentation on the project.

Applicant Team and Staff responded to questions from the Board Members.

Vice Chair Kovalsky asked for public comments. Two neighbors of the project site provided public comment regarding the following concerns: fire truck access, design of the house for fire safety purposes, and the potential for erosion and landslides.

Board Members provided comments.

Member Summers moved, Member Kent seconded recommendation that the applicant address the following comments and return to the Design Review Board for consideration.

1. **Large Retaining Walls Adjacent to Pool.** Consider the following alternatives for reducing the height of the retaining walls:
 - a. Move the wall further from the development envelope and terrace it with multiple retaining walls.
 - b. Utilize a different material to minimize the visual impact
 - c. Propose landscaping in front of the walls. Discuss proposed landscaping with the Fire Department. Consider planter boxes as an option as well.

2. **Additional Submittal Materials.** Provide the following submittal materials:
 - a. Confirm if water tank or other method will be required for fire suppression purposes. If water tank is required, provide specifics on the proposed size, location, and design of the water tank.
 - b. Color samples. Consider proposing colors that are muted but that do not necessarily blend in with the ground.
 - c. Landscape plan
 - d. Improved renderings
 - e. If solar panels are proposed, show them on the elevations and/or renderings

f. Geotechnical analysis

Board Members discussed motion.

AYES: Members: Vice Chair Kovalsky, Alexin, Kent, & Summers

NOES: Members: None

ABSENT: Members: Chair Rege

ABSTAIN: Members: None

Motion carried 4-0 Yes.

4. 275 & 281 Coleman Drive – Two New Single-Family Houses

Requests for a Lot Line Adjustment, Environmental and Design Review, Exception, and Variance to merge four vacant lots into two lots, construct a three-story 2,548 square-foot modular home and other site improvements on each consolidated lot; APN: 011-031-44 - 47; R10 Hillside Overlay District; LLA20-004; ED20-047/EX21-002/V22-002; ED20-046/EX21-001

Project Planner: Monica Ly (monica.ly@cityofsanrafael.org)

Jeff Ballantine, Senior Planner, indicated that the applicant requested that this item be removed from the agenda for this meeting and postpone the item to a date to be determined. The applicant is exploring the possibility of modifying the proposal such that it complies with the provisions of San Rafael Municipal Code Section 14.16.282 (SB 9 Housing Developments).

INFORMATIONAL ITEM

DIRECTOR'S REPORT

Staff did not provide any updates.

BOARD COMMUNICATION

ADJOURNMENT

Vice Chair Kovalsky adjourned the meeting at 8:25 p.m.

JEFF BALLANTINE, Senior Planner

APPROVED THIS ____ DAY OF _____, 2022

SARAH REGE, DRB Chair



REPORT TO DESIGN REVIEW BOARD

SUBJECT: **76 Albert Park Lane – Wildcare.** Request for Conceptual Design Review for proposed replacement of existing Wildcare facilities with new animal hospital, educational, and animal housing facilities; APN: 013-061-54; Multi-Family Zoning District (HR1.5); Wildcare, owner; Cheryl Lentini, applicant; PLAN22-127, ED22-040.

SUMMARY

The proposed project includes a major redevelopment of the existing Wildcare facilities. Wildcare is a wildlife hospital, nature education center and wildlife advocacy organization. The proposal includes: relocating and restoring the historic Terwilliger Building; demolishing all other existing structures on the site; constructing a new attached three-story animal hospital and office building along with a new courtyard for gathering spaces and for the educational Ambassador Animals.

REQUESTED ENTITLEMENT

The project requires a Major Environmental and Design Review Permit pursuant to San Rafael Municipal Code (SRMC) Section 14.25.040, which requires approval by the Planning Commission with a recommendation from the Design Review Board (DRB). Major Environmental and Design Review first requires conceptual design review by the DRB, pursuant to SRMC Section 14.25.030 (B). Currently, the applicant seeks conceptual design review from the DRB. City Staff requests the DRB to provide professional design analysis, evaluation and judgment as to the completeness, competence and appropriateness of this development proposal for the use and setting based on design standards adopted by the City Council (SRMC Section 14.25.070).

PROPERTY FACTS

The following table provides an overview of General Plan and Zoning designations for the project site and immediately surrounding area as well as existing developed land uses.

| Table 1: Designations and Existing Uses | | | |
|--|---------------------------------|---------------------------|--------------------------|
| Location | General Plan Designation | Zoning Designation | Existing Land-Use |
| Project Site: | HRR | HR1.5 | Wildcare |
| North: | PROS | P/OS | Albert Park |
| South: | HDR | HR1.5 | Duplex |
| East: | HDR | LMU | Carpenters Local Union |
| West: | HDR | HR1.5 | Single Family Residence |

HDR = High Density Residential; PROS = Parks, Recreation, and Open Space; P/OS = Public/Open Space; HR1.5 = High Density Residential; LMU = Lindaro Mixed-Use

SITE DESCRIPTION & SETTING

The project site is located north of Mariposa Road. The site is accessible from Albert Park Lane. Wildcare visitors that arrive by automobile typically park on the street on Albert Park Lane. Then they walk across San Rafael Creek on a bridge into the main entrance for Wildcare. The project site also has frontage on Mariposa Road. This frontage is only utilized for trash collection purposes.

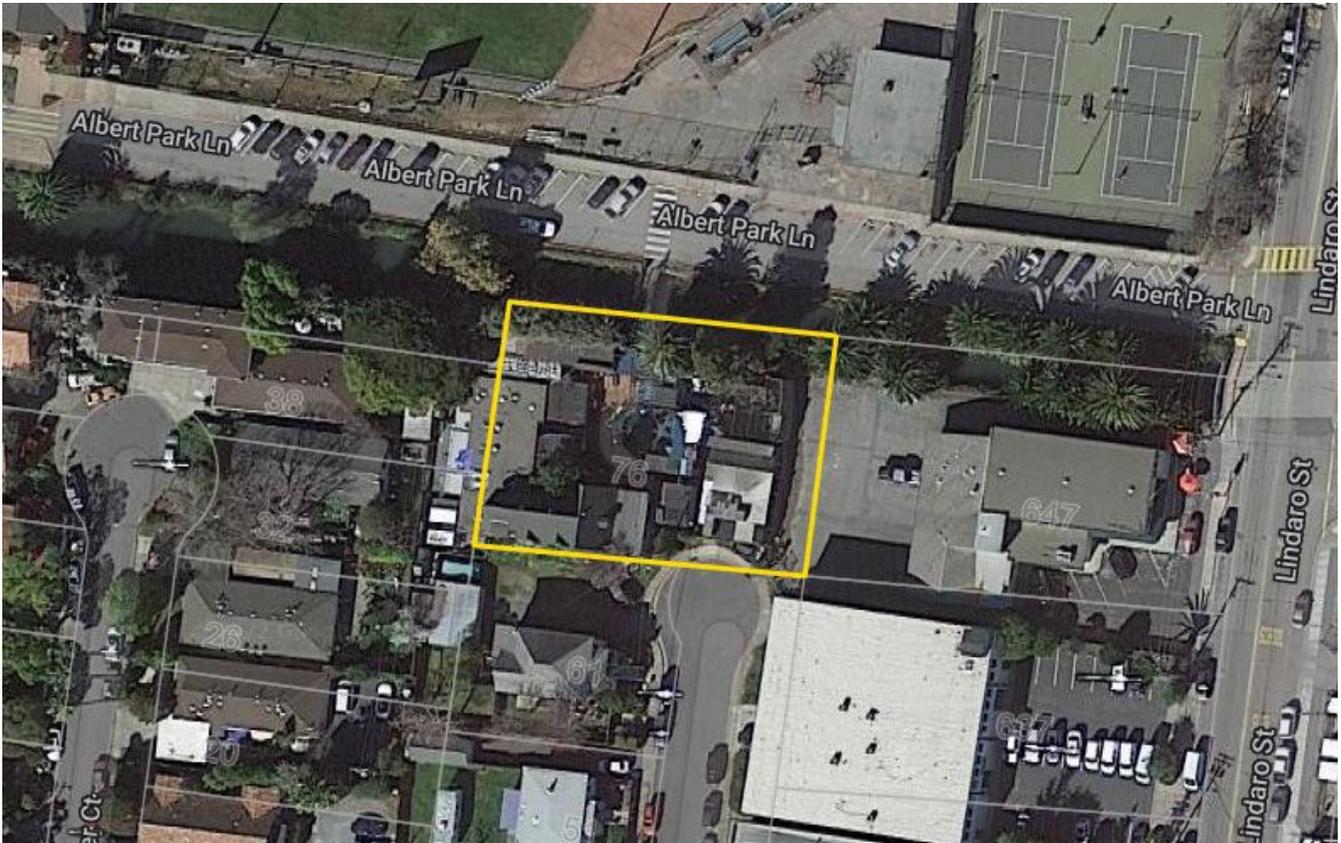


Figure 1. Site Location

PROJECT DESCRIPTION

Project Summary

The proposed project includes a major redevelopment of the existing Wildcare facilities. Wildcare is a wildlife hospital, nature education center and wildlife advocacy organization. The existing facilities are located in a flood plain and have often flooded in the past, rendering those facilities unusable. The proposal includes: relocating and restoring the historic Terwilliger Building; demolishing all other existing structures on the site; constructing a new attached three-story animal hospital and office building along with a new courtyard for gathering spaces and for the educational Ambassador Animals. The total area of the proposed facilities and structures is approximately 11,400 square feet with approximately 4,600 square feet of caging on roofs and 1,600 square feet of caging on the ground.

Architecture, Colors, and Materials

The proposal relocates the historic Terwilliger Building to make it a focal point from the main entrance on the northern end of the project site. The existing horizontal Dutch lap siding of this building would be replaced in kind and painted white, and the building would be reroofed with asphalt shingles. The proposed new animal hospital and office building would include light grey split face CMU (concrete masonry unit) and light grey smooth CMU walls with white decorative metal screens (Bok Modern or

equal) mounted in front of select areas of the north building elevation. This building would include aluminum frame windows. The proposed roofing is a single ply Thermoplastic Polyolefin (TPO) system. In addition to the project plans in Exhibit 1, please see project renderings and materials details that are provided in Exhibit 2, starting on the 19th presentation slide.



Figure 2. Rendering of North Elevation



Figure 3. North Elevation

Fencing, Landscaping, and Lighting

The proposed perimeter fencing consists of six-foot-tall weathered wood fencing. The proposed caging for the animals is metal caging. The project does not include proposed landscaping, other than some minimal creek enhancement that will likely be required, consisting of native plant seeding and removal and control of certain species. The project includes wall wash lighting at the building entry, low wall lighting at the bridge and exit path, and wall sconce lighting at secondary doors. All proposed lighting will be required to be designed and/or shielded to conceal light sources from view off-site and avoid spillover onto adjacent properties, consistent with SRMC Section 14.16.227.

Flood Level Elevations

Preliminary survey information indicates that the existing top of creek bank at the Albert Park parking lot is approximately at elevation 7.0 feet above sea level. City staff and the applicant anticipate that the floor level of new construction will need to be at least 12 feet above sea level to clear the 100-year flood elevation.

Bridge

A new prefabricated pedestrian bridge will be erected over the creek to provide the main entry to the site. The new bridge will be sloped up from the street level to the approximate finished site floor height.

ANALYSIS

San Rafael Municipal Code (Title 14 – Zoning)

Review criteria for Environmental and Design Review permits are included in SRMC Section 14.25.050. Some of the pertinent review criteria that relate to the proposed project are included in Table 2 below.

| Table 2: Design Review Criteria (SRMC Section 14.25.050) | | |
|---|--|------------------------|
| Review Criteria | Proposed | Code Subsection |
| CMU Finishes. Concrete surfaces shall be colored, textured, sculptured and/or patterned to serve a design as well as a structural function | The proposed new animal hospital and office building would include light grey split face CMU (concrete masonry unit) and light grey smooth CMU walls. <i>City Staff seek DRB input on whether additional and/or different color would be desirable for these CMU walls.</i> | (F)(2)(c) |
| Entry. Provision of a sense of entry | The proposed new bridge, relocation of the historic Terwilliger Building, and courtyard redesign all contribute to an improved entrance. | (F)(1)(d) |
| Height Variation. Variation in building placement and height | The proposed new animal hospital and office building varies in height as it steps down in height as it spans from the southern to the northern portion of the site. The relocated historic building provides additional variety in building height and location in relation to the proposed new building. | (F)(1)(e) |
| All Facades. Equal attention to design of all facades in sensitive locations | The proposed north, east, and south elevations all include substantial variety in architectural details, building forms, and materials. <i>City staff seek DRB input on whether the west elevation could benefit from additional articulation with regards to materials, colors, and/or building forms.</i> | (F)(1)(g) |

San Rafael Design Guidelines

The [San Rafael Design Guidelines](#) apply to all of the City of San Rafael except for the Downtown Precise Plan area and except for those lots where the Hillside Design Guidelines apply. Some of the pertinent design guidelines that relate to the proposed project are included in Table 3 below.

| Table 3: San Rafael Design Guidelines (for Nonresidential projects) | | |
|--|---|------------------------|
| Design Guideline | Proposed | Topic Area |
| Consider pedestrian orientation when designing building entries, windows, signage and doors. | The proposed new bridge, relocation of the historic Terwilliger Building, and courtyard redesign all contribute to an improved entrance | Pedestrian Circulation |
| Include a well-defined pedestrian walkway between the street and building entries | | |
| Limit the intensity of lighting to provide for adequate site security and for pedestrian and vehicular safety | The project includes wall wash lighting at the building entry, low wall lighting at the bridge and exit path, and wall sconce lighting at secondary doors. All proposed lighting will be required to be designed and/or shielded to conceal light sources from view off-site and avoid spillover onto adjacent properties, consistent with SRMC Section 14.16.227 | Lighting |
| Shield light sources to prevent glare and illumination beyond the boundaries of the property | | |
| Where appropriate, locate the building, or a substantial portion of the building along the front yard setback or street edge to create spatial enclosure in relation to the street | The project proposes to locate the historic Terwilliger Building and a portion of the proposed animal hospital/office building along the front yard setback. | Building Form |
| Consider the pedestrian experience when designing the ground floor of buildings. | The proposed relocation of the historic Terwilliger Building at the front of the site as well as stepping down the proposed animal hospital/office building towards the front of the site improves the pedestrian experience as visitors enter the site. | Building Form |
| Continuity of design, materials, color, form and architectural details is encouraged for all portions of a building and between all the buildings on the site | The proposed north, east, and south elevations all include substantial variety in architectural details, building forms, and materials. City staff seek DRB input on whether the west elevation could benefit from additional articulation with regards to materials, colors, and/or building forms. | Building Form |
| Use articulation, texturing and detailing on all concrete exposed to exterior view | The proposed new animal hospital and office building would include light grey split face CMU (concrete masonry unit) and light grey smooth CMU walls. City Staff seek DRB input on whether additional and/or different color would be desirable for these CMU walls. | Materials and Colors |
| Use color to provide appropriate accents on a building. | The historic Terwilliger Building would be painted white. The proposed new animal hospital and office building would have light grey CMU walls with white decorative metal screens mounted in front of select areas of the north building elevation. City Staff seek DRB input on whether additional and/or different colors are recommended. | Materials and Colors |

NEIGHBORHOOD CORRESPONDENCE

Notice of hearing for the project was conducted in accordance with noticing requirements contained in Chapter 29 of the Zoning Ordinance. A Notice of Public Hearing was mailed to all property owners and occupants within a 300-foot radius of the subject site and all other interested parties, 15 calendar days prior to the date of this hearing. Public notice was also posted on the subject site 15 calendar days prior to the date of all meetings, including this hearing. Staff have not received any public comments, as of the posting of this staff report.

CONCLUSION

Staff request conceptual design review input from the DRB on this project including, but not limited to, the issues raised in this staff report.

EXHIBITS

1. [Project Plans](#)
2. [Applicant Presentation Slides](#)
3. [Schematic Design Report](#)
4. [Site Photos](#)
5. [Historic Design Review Report](#)