CITY OF NOVATO
COMMUNITY DEVELOPMENT

DESIGN REVIEW COMMISSION MEETING
Wednesday, December 18, 2024 - 7:00 PM

NOVATO CITY HALL
901 SHERMAN AVENUE
NOVATO, CA 94945

Chair
Michael Barber

Vice Chair
Joe Farrell

Members
Tonya Church
Mark Schatz

Tim Roche, Alternate Member
Michelle Derviss, Alternate Member

Staff Liaison
Steve Marshall – Deputy Director of Community Development

The Design Review Commission is regularly scheduled each month every 1st and 3rd Wednesday at 7:00pm. Your interest is encouraged and appreciated.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Steve Marshall, Deputy Director of Community Development, at (415) 899-8942. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodation to help ensure accessibility to this meeting.

A. CONVENE AND ROLL CALL

B. APPROVAL OF FINAL AGENDA

C. PUBLIC COMMENT

There is a three-minute time limit to speak although the Chair may shorten the time based on the number of speakers or other factors. A speaker may not yield his or her time to another speaker.

For issues raised during Public Comment that are not on the published agenda, except as otherwise provided under the Ralph M. Brown Act, no action can legally be taken. The Commission may direct

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Fax No. (415) 899-8213

that the item be referred to the staff liaison for action or may schedule the item on a subsequent agenda.

D. CONSENT ITEMS - NONE

All matters listed on the Consent Calendar are considered to be routine and will be adopted by a single vote of the Commission. There will be no separate discussion unless specific items are removed from the Consent Calendar for separate discussion and action. Any Commissioner may remove an item from the Consent Calendar and place it under General Business for discussion.

PUBLIC HEARINGS

Public hearings are announced and advertised in advance to allow interested persons to make comments for, against, or otherwise, regarding a proposed project or decision. Anyone who challenges any hearing matter in court may be limited to only those issues raised at the public hearing described herein, or in written correspondence delivered to the Commission at, or prior to, the public hearing.

E. CONTINUED ITEMS

F.1. 501 DAVIDSON SELF-STORAGE
P2024-015; DESIGN REVIEW AND USE PERMIT
501 DAVISON STREET; APN 153-250-11 (PORTION)

CONDUCT A PUBLIC HEARING AND MAKE A RECOMMENDATION TO THE PLANNING COMMISSION REGARDING THE PROPOSED SITE DESIGN, BUILDING MASSING/HEIGHT, ARCHITECTURE, AND LANDSCAPING FOR A PROPOSED SELF-STORAGE FACILITY AT 501 DAVIDSON STREET, APN 153-250-11.

F.1. Staff Report – 501 Davidson Self Storage (P2024-015)
F.1. Attachment No.1 - Correspondence

F. NEW ITEMS - NONE

WORKSHOPS

G. NEW WORKSHOPS - NONE

H. GENERAL BUSINESS - NONE

These items include significant and administrative actions of special interest and will usually include a presentation and discussion by the Commission. They will be acted upon by a separate vote.

I. ADJOURNMENT

If urgent matters arise after the publication of the regular agenda, there will be an addendum, if posted at least 72 hours before the start of the regular meeting to which it pertains. Otherwise, the matter will be agendized using a special meeting notice. It will be posted at the referenced locations mentioned in the Affidavit of Posting by Friday at 5:00 p.m., the week before the meeting.

To appeal a final decision of the Design Review Commission, a written letter of appeal and the required appeal fee must be filed with the Community Development Department within 10 calendar days of the decision. The appeal letter must specifically state the basis for the appeal. Additional information on the appeal process can be found in Division 19.54 of the Novato Municipal Code.

Materials that are submitted to members after the distribution of the agenda packet, are available for public inspection in the Community Development Department at 922 Machin Avenue during normal business hours. Such materials shall also be made available on the City of Novato website at novato.org when practical and provided that City staff is able to post those documents prior to the meeting. A binder is available for the public at the meeting to view any distributed materials. Also, when non-confidential written materials are distributed to members of the Design Review Commission during a public meeting by staff or a member of the Design Review Commission, copies shall be made available to members of the public following that meeting.

AFFIDAVIT OF POSTING

I, Rachelle Young, certify that on December 12, 2024, before the Design Review Commission meeting of December 18, 2024, the agenda was posted on the City Community Service Board at 922 Machin Avenue and on the City's website at **novato.org** in Novato, California.

/Rachelle Young/
Rachelle Young, Senior Office Assistant / Planning Division / Community Development

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