



**City of Sonoma
Design Review Commission
AGENDA**

**Regular Meeting of June 18, 2013 - 6:30 P.M.
Community Meeting Room, 177 First Street West
Sonoma, CA 95476**

Meeting Length: **No new items will be heard by the Design Review Commission after 10:30 PM**, unless the Commission, by majority vote, specifically decides to continue reviewing items. If an item is not heard due to the length of the meeting, the Commission will attempt to schedule a special meeting for the following week. If a special meeting is necessary, potential dates will be established at the close of this meeting, and a date set as soon as possible thereafter.

CALL TO ORDER – Leslie Tippell, Chair

Commissioners: Tom Anderson
Kelso Barnett
Robert McDonald
Micaelia Randolph
Jeff Baptista (Alternate)

COMMENTS FROM THE PUBLIC

Presentations by audience members on items not appearing on the agenda.

APPROVAL OF MINUTES

Minutes from the meeting of May 21, 2013.

CORRESPONDENCE

**ITEM #1 – Continued
Landscaping Review**

REQUEST:

Consideration of a landscape plan for a restaurant.

Applicant:

Sam Turner

Staff: Wendy Atkins

Project Location:

137-139 East Napa Street

General Plan Designation:

Commercial (C)

Zoning:

Planning Area:

Downtown District

Base: Commercial (C)

Overlay: Historic (/H)

RECOMMENDED ACTION:

Commission discretion.

ITEM #2 – Sign Review

REQUEST:

Consideration of a revised sign program and design review for a shopping center (Sonoma Valley Center).

Applicant:

Sonoma Signs/Sonoma Valley Center

Staff: Wendy Atkins

Project Location:

500 West Napa Street

General Plan Designation:

Commercial (C)

Zoning:

Planning Area:

West Napa/Sonoma Corridor

Base: Commercial (C)

Overlay: None

RECOMMENDED ACTION:

Commission discretion.

ITEM #3 – Discussion Item

ISSUE:

Review of the Design Review Commission (DRC) Submittal Information for Architectural (Design) Review Applications and Next Steps Handout.

Staff: Wendy Atkins

RECOMMENDED ACTION:

Receive and provide feedback.

ISSUES UPDATE

COMMENTS FROM THE COMMISSION

COMMENTS FROM THE AUDIENCE

ADJOURNMENT

I do hereby certify that a copy of the foregoing agenda was posted on the City Hall bulletin board on June 14, 2013.

ROBIN EVANS, ADMINISTRATIVE ASSISTANT

Rights of Appeal: Any decision of the Design Review Commission may be appealed to the City Council. Appeals must be filed with the City Clerk within fifteen (15) calendar days following the Design Review Commission's decision, unless the fifteenth day falls on a weekend or a holiday, in which case the appeal period ends at the close of the next working day at City Hall. Appeals must be made in writing and must clearly state the reason for the appeal. Appeals will be set for hearing before the City Council on the earliest available agenda.

Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public inspection the Monday before each regularly scheduled meeting at City Hall, located at No. 1 The Plaza, Sonoma CA, (707) 938-3681. Any documents subject to disclosure that are provided to all, or a majority of all, of the members of the Design Review Commission regarding any item on this agenda after the agenda has been distributed will be made available for inspection at the Administrative Assistant office, No. 1 The Plaza, Sonoma CA during regular business hours.

If you challenge the action of the Design Review Commission in court, you may be limited to raising only those issues you or someone else raised at the public hearing described on the agenda, or in written correspondence delivered to the Administrative Assistant, at or prior to the public hearing.

In accordance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk (707) 933-2216. Notification 48 hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.



City of Sonoma
Design Review Commission
Agenda Item Summary

DRC Agenda Item: 1

Meeting Date: 06/18/13

Applicant

Sam Turner (Gracie Construction)

Project Location

137-139 East Napa Street

Historical Significance

- Listed on National Register of Historic Places, including Sonoma Plaza district (Significant)
 - Listed on California Register of Historic Resources (Significant)
 - Listed within Local Historic Resources Survey (Potentially Significant)
 - Over 50 years old (Potentially Significant)
- Year Built: Circa 1880

Request

Continued consideration of a landscape plan for a restaurant.

Background

At the March 19, 2013, Design Review Commission (DRC) meeting, the DRC considered and continued the review of a new paint color, a lighting plan, a landscape plan for a restaurant, and requested that the applicant present a revised color scheme for the building and a lighting plan. On May 21, 2013, the DRC considered and approved new paint colors and a lighting plan for a restaurant with the condition that the applicant submit a revised landscape plan with the following recommendations:

- Provide elevation details for the trellis on the west and east elevations.
- Reduce the height of the trellis on the east elevation.
- Reduce the height of the hedge.
- Provide elevation details for the arbor.
- The low-rise cement retaining wall shall remain.

Summary

Landscaping Plan: At this time the applicant has revised the submittal documents to address the DRC’s recommendations. It appears that the DRC’s recommendations were addressed with the exception of the trellis on the east elevations. The trellis detail indicates a trellis height of 7 feet.

Other permits required: In addition to the requirements of this title, the proposal shall be in conformance with applicable requirements of the 2010 California Building Code and where required by the 2010 California Building Code, shall obtain a building permit prior to installation.

Commission Discussion

Design Review Commission Action

- Approved Disapproved Referred to: _____ Continued to: _____

Roll Call Vote: _____ Aye _____ Nay _____ Abstain _____ Absent

DRC Conditions or Modifications

Attachments:

1. *Site Plan*
2. *Plan*
3. *Elevations*
4. *Existing and Proposed Front Elevation*
5. *Front elevations Within 100ft Context*
6. *Trellis Detail*
7. *Gate Elevations*
8. *Perspectives*
9. *Lighting Plan*
10. *Lighting Proposal*
11. *Color Samples*

cc: McQuown Ents LP
19330 Carriger Road
Sonoma, CA 95476-6229

Sam Turner, via email

Jon Bonnoitt, via email

Patricia Cullinan, via email

Yvonne Bowers, via email

PROJECT DATA:
 Parcel APN: 018-261-005
 Addresses: 137/139 East Napa Street
 Zoning : C (commercial)
 Overlays: Historic District, Downtown District

EXISTING AREAS:
 Lot = 6,726 SF (County records)
 Existing building footprint = 2,013 SF
 Existing building square footage = 2,013 first floor,
 821 second floor, 2,834 total.

PROPOSED AREAS:
 No change to building footprint.
 Existing F.A.R. = .42
 New F.A.R. = .42
 Allowed F.A.R. = 2.0
 Existing Lot Coverage = .30
 New Lot Coverage = .30
 Allowed Lot Coverage = 100%

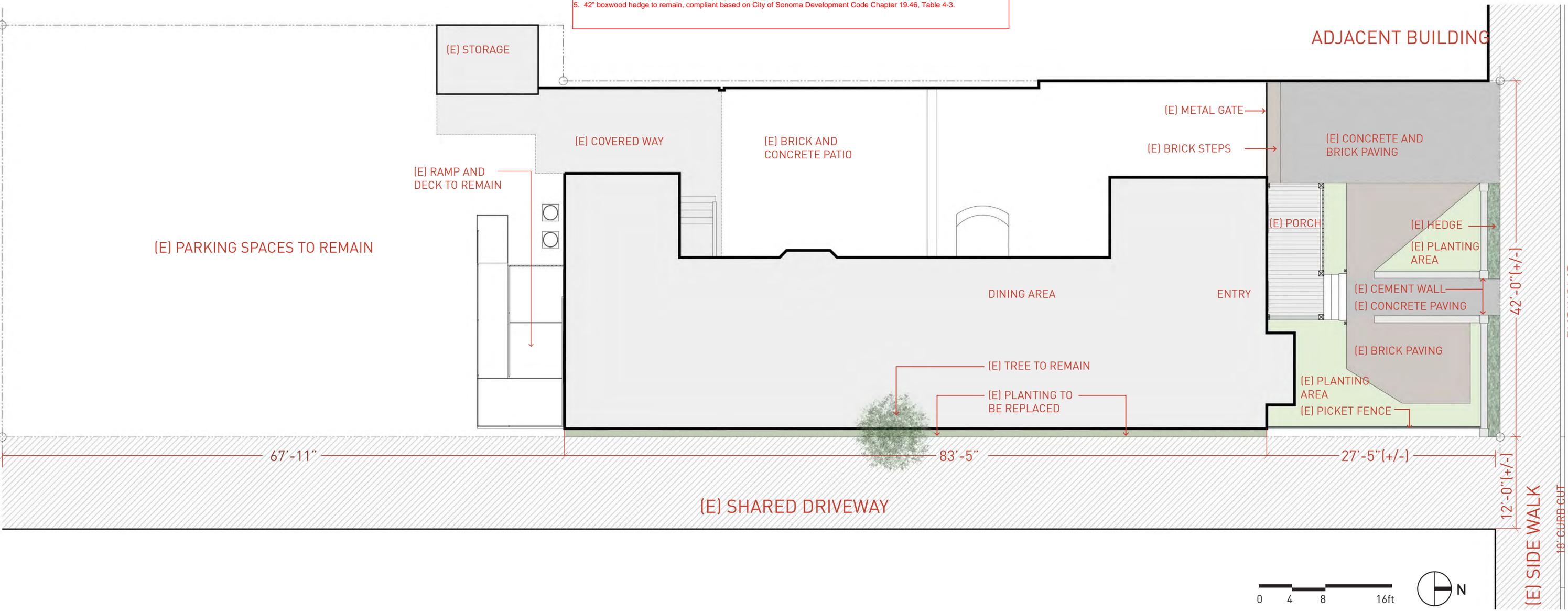
No additional restaurant/dining seating is being sought in this application.

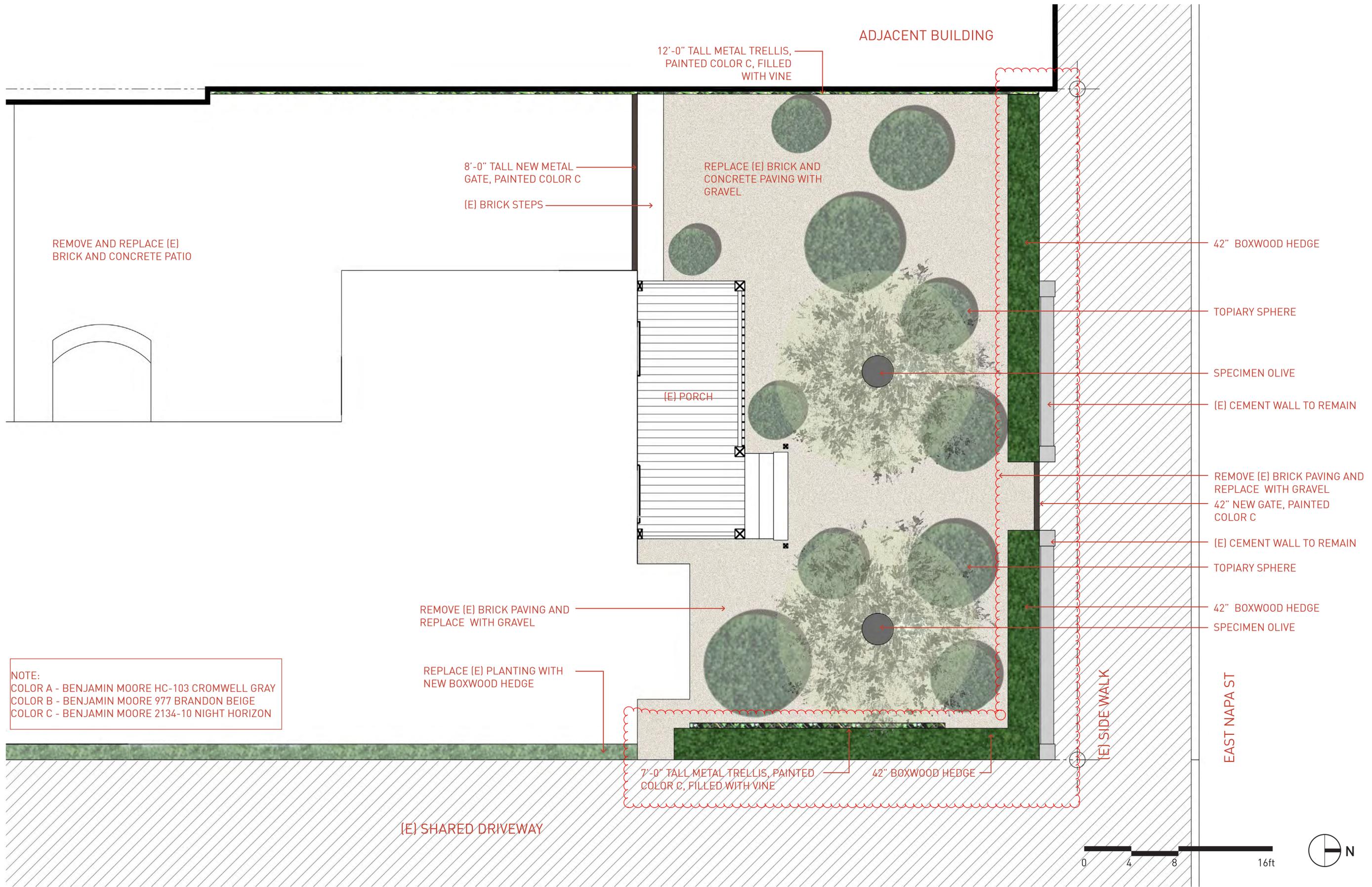
HISTORIC OVERLAY DISTRICT NARRATIVE

It is the project team's opinion that all proposed work on the exterior of the structure is in keeping with the historic character of the existing building and the surrounding area. No historic or relevant exterior details or features are being proposed for change or deletion in this application which provides compliance with City of Sonoma Developmental Code Section 19.42, Historic Preservation and infill in the Historic Zone.

Additionally, the project complies with and complements the City of Sonoma Development Code Section 19.34.010 in an effort to 'preserve and enhance its historic character and to retain and promote its economic vitality as a commercial, cultural and civic center attractive to residents and visitors.'

DRC REVISIONS FOR JUNE 18, 2013:
 1. Preserve existing concrete curb/wall detail on North property line.
 2. Reduce size and massing, simplify design of entry gate on North property line. Construction details included.
 3. Hold steel fencing on South property line back from sidewalk by 7' to assure visibility.
 4. Provide perspective renderings showing high level of visibility from street view to structure.
 5. 42" boxwood hedge to remain, compliant based on City of Sonoma Development Code Chapter 19.46, Table 4-3.





139 East Napa Street Design Narrative

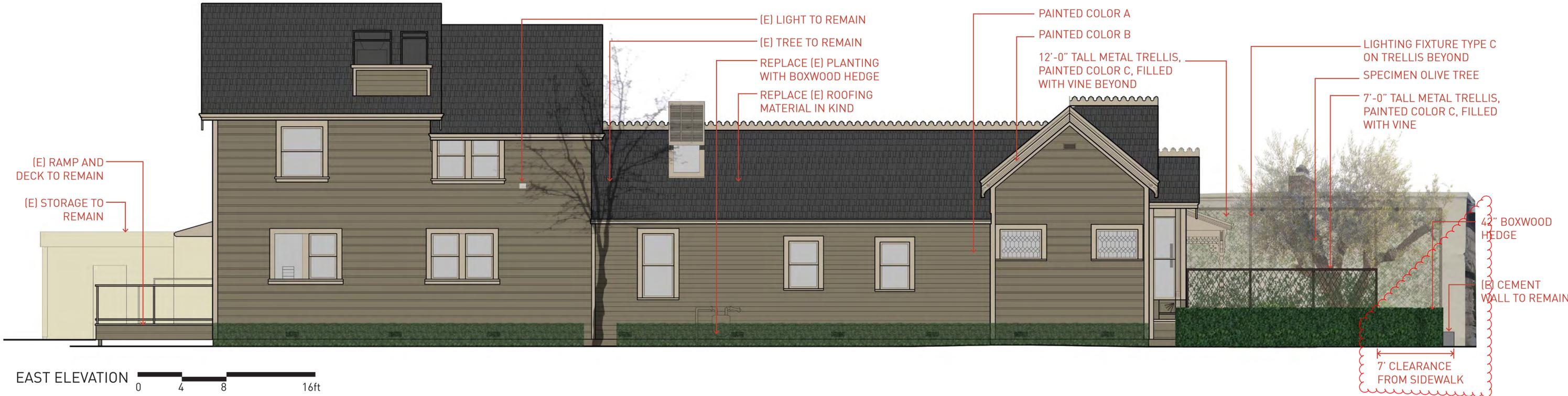
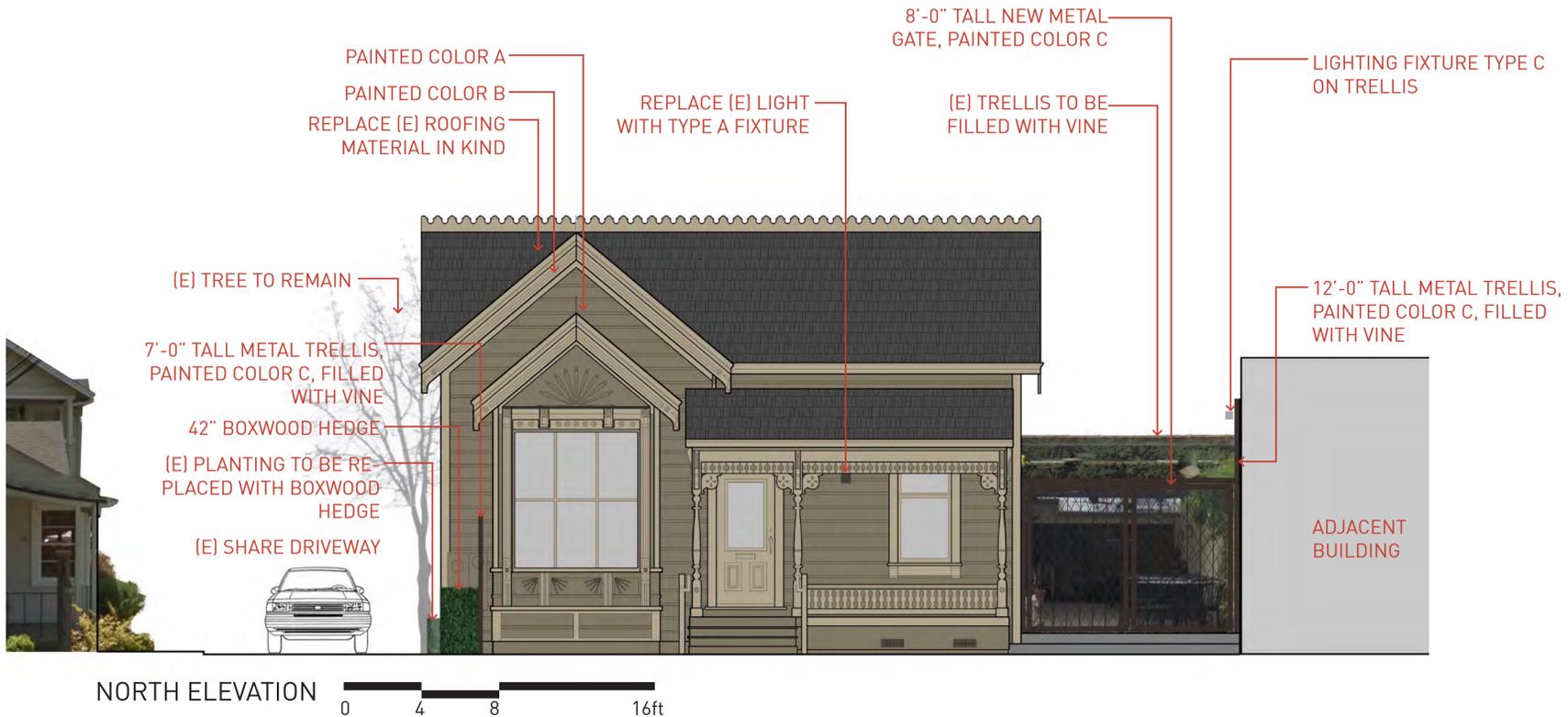
The proposed changes to the exterior of this property include repainting the two story Victorian structure that has been operating as a Thai restaurant. The proposed colors are to be Benjamin Moore "Cromwell Grey" for the body of the house, in harmony with the neighboring building on the west, trimmed with "Brandon Beige" at the doors and windows, as shown on the elevation.

We propose renovating the landscaping in the front yard to improve the property as it is viewed from the street and create a beautiful entry garden. The design is in keeping with the Victorian historical vocabulary, with a more restrained palette to compliment the architecture. The brick paving will be removed in the front yard and replaced with large planting areas, with two new specimen olive trees flanking the front door and a new entry path of gravel. Below the olives will be a playful planting of sheared topiary balls of boxwood, lavender, and germander of different sizes. A forty-two inch tall boxwood hedge will replace the existing low boxwood hedge at the sidewalk and will surround a new entry gate of bronze metal lattice. The low-rise cement retaining walls at front are to remain.

At the west property line, on a large blank wall on the side of Della Santina's Trattoria, we propose to install a 12 foot tall metal lattice, planted with vines to hide the side of the building. We propose to plant a Pandorea jasminoides vine or Star Jasmine on the trellis. The trellis design will be carried around to create an 8 foot tall gate, replacing the existing metal gate, at the outdoor dining area. This same design will also be used on to create a 7 foot fence on the east property line, planted with vines to screen the driveway.

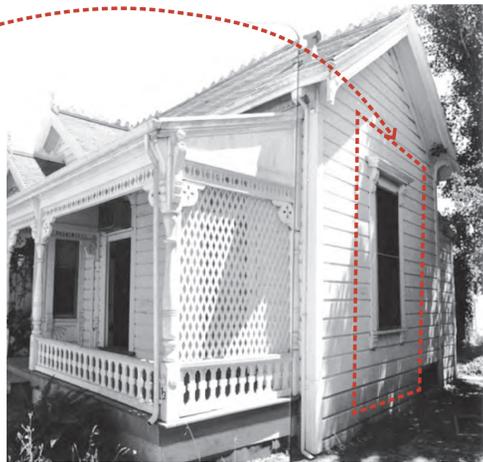
Lighting is intended to be minimal and shielded with down lights mounted in the olives and gate. The existing fixtures mounted on the western wall of the entry garden will be replaced with similar fixtures in a bronze color to minimize their visibility.

NOTE:
 COLOR A - BENJAMIN MOORE HC-103 CROMWELL GRAY
 COLOR B - BENJAMIN MOORE 977 BRANDON BEIGE
 COLOR C - BENJAMIN MOORE 2134-10 NIGHT HORIZON



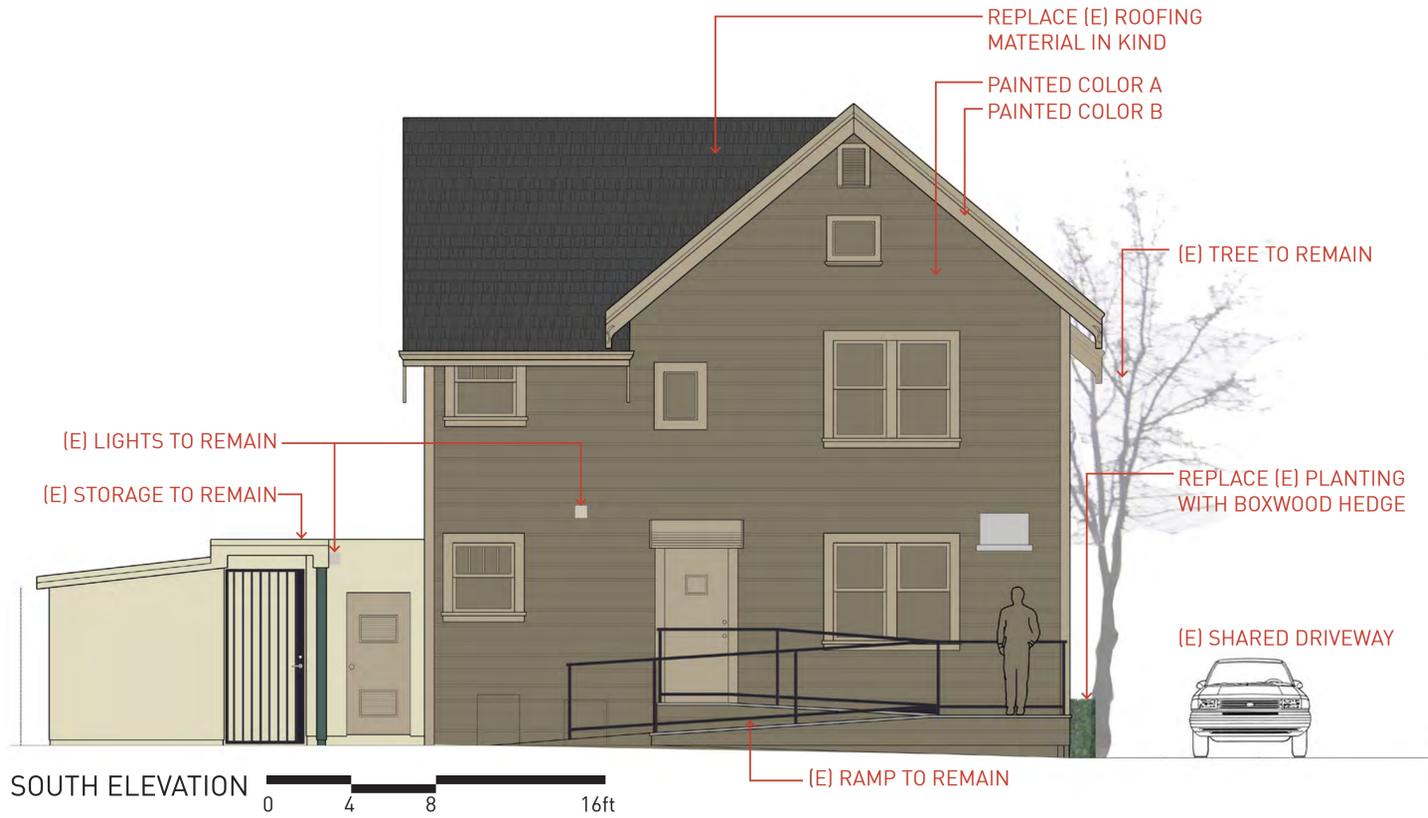


EXISTING DOOR AND TRANSOM WINDOW



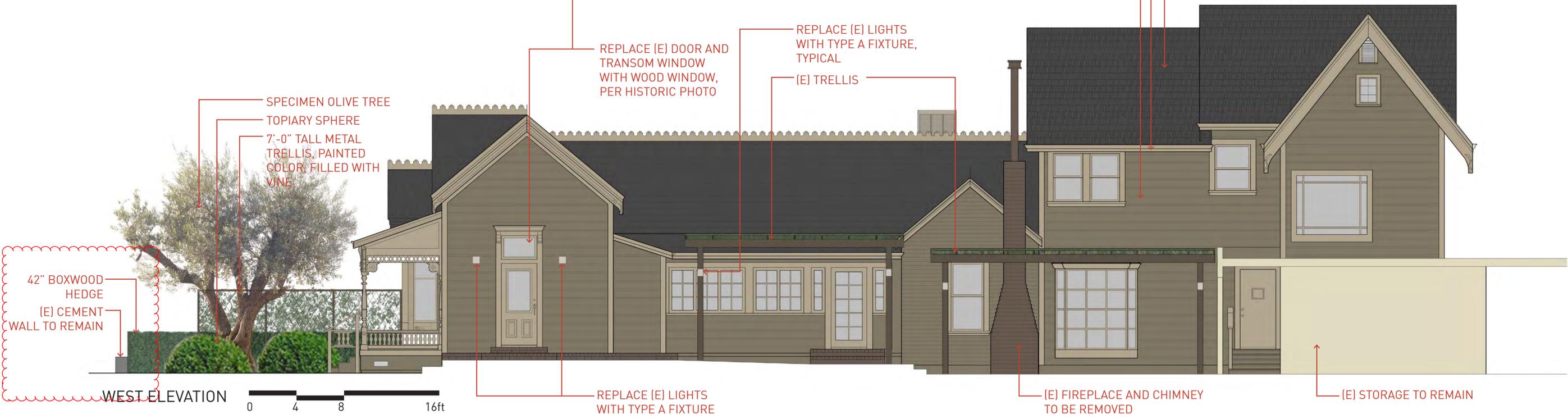
HISTORIC WOOD WINDOW

REPLACE (E) DOOR AND TRANSOM WINDOW WITH WOOD WINDOW, PER HISTORIC PHOTO



SOUTH ELEVATION 0 4 8 16ft

NOTE:
 COLOR A - BENJAMIN MOORE HC-103 CROMWELL GRAY
 COLOR B - BENJAMIN MOORE 977 BRANDON BEIGE
 COLOR C - BENJAMIN MOORE 2134-10 NIGHT HORIZON



WEST ELEVATION 0 4 8 16ft



139 EAST NAPA ST. SONOMA, CALIFORNIA

DESIGN REVIEW SUBMITTAL, JUNE 6TH, 2013

ELEVATIONS



EXISTING NORTH STREET ELEVATION

0 4 8 12ft

NOTE:
 COLOR A - BENJAMIN MOORE HC-103 CROMWELL GRAY
 COLOR B - BENJAMIN MOORE 977 BRANDON BEIGE
 COLOR C - BENJAMIN MOORE 2134-10 NIGHT HORIZON



PROPOSED NORTH STREET ELEVATION

0 4 8 12ft

- PAINTED COLOR A
- PAINTED COLOR B
- REPLACE (E) ROOFING MATERIAL IN KIND
- (E) TREE TO REMAIN
- 2 SPECIMEN OLIVES
- 7'-0" TALL METAL TRELLIS, PAINTED COLOR C, FILLED WITH VINE
- 42" BOXWOOD
- (E) PLANTING TO BE REPLACED WITH BOXWOOD HEDGE
- (E) SHARE DRIVEWAY
- (E) CEMENT WALL TO REMAIN
- NEW 42" TALL METAL GATE, PAINTED COLOR C
- (E) CEMENT WALL TO REMAIN
- 42" BOXWOOD HEDGE
- TOPIARY SPHERE
- (E) TRELLIS TO BE FILLED WITH VINE
- 8'-0" TALL NEW METAL GATE, PAINTED COLOR C
- 12'-0" TALL METAL TRELLIS, PAINTED COLOR C, FILLED WITH VINE
- ADJACENT BUILDING



0 8 16 24ft

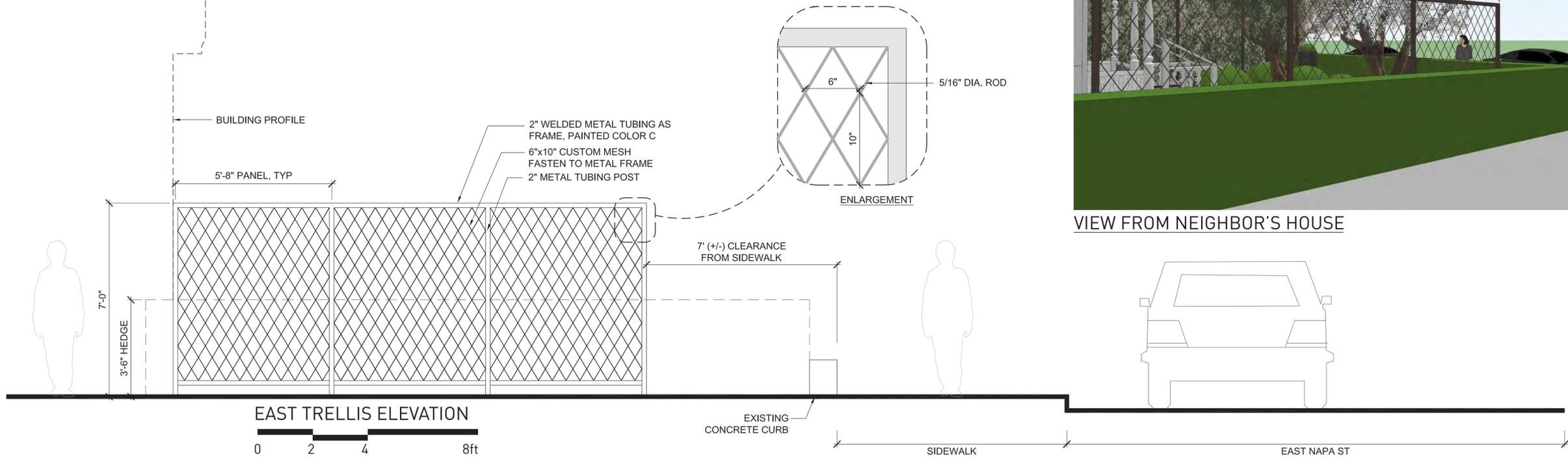
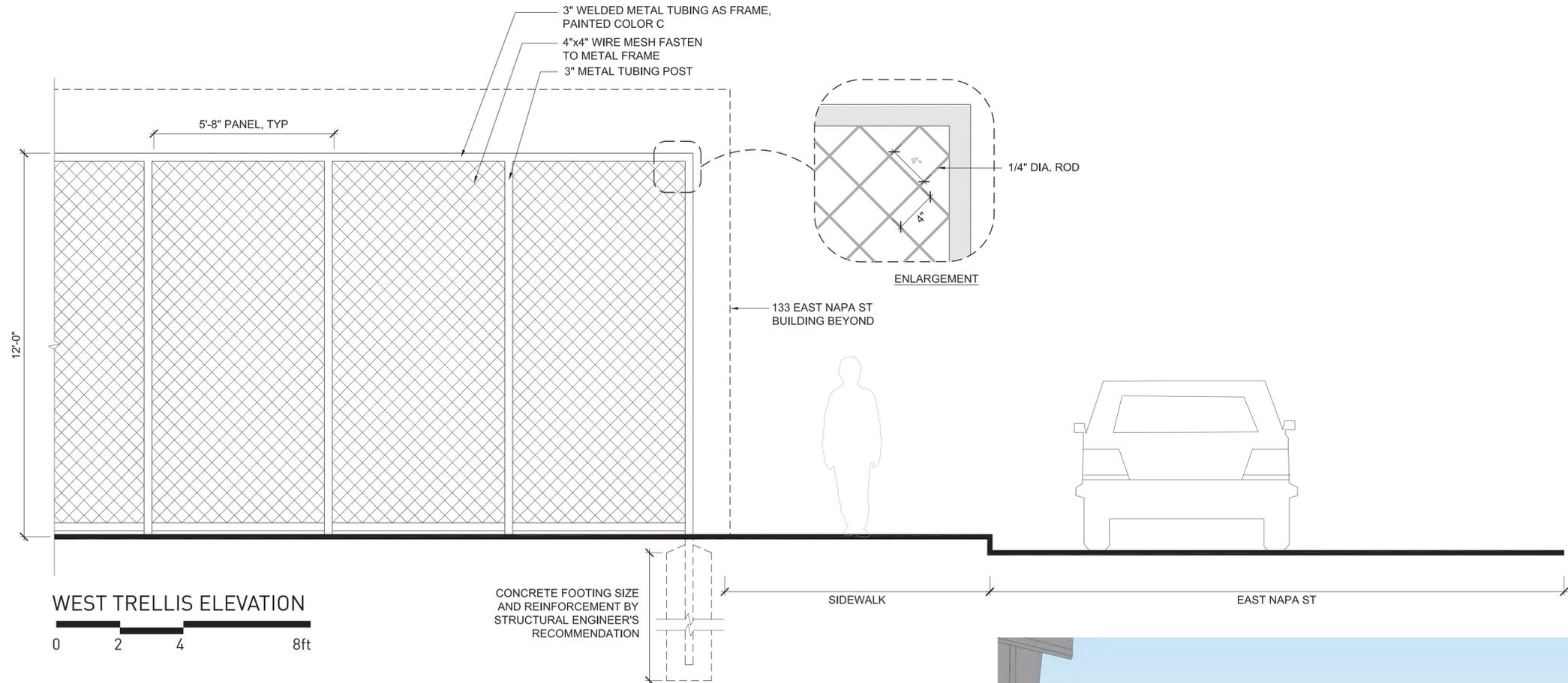


139 EAST NAPA ST. SONOMA, CALIFORNIA

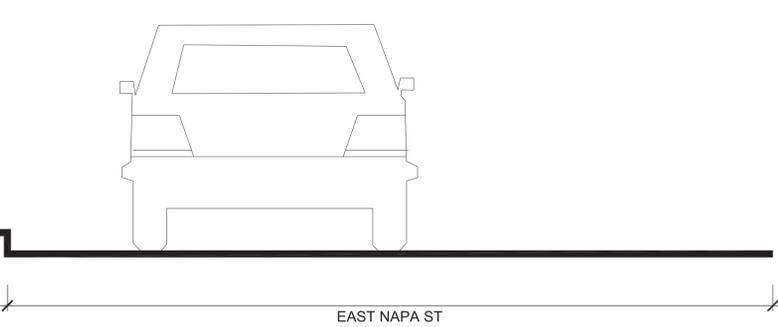
DESIGN REVIEW SUBMITTAL, JUNE 6TH, 2013

FRONT ELEVATIONS WITHIN 100FT CONTEXT

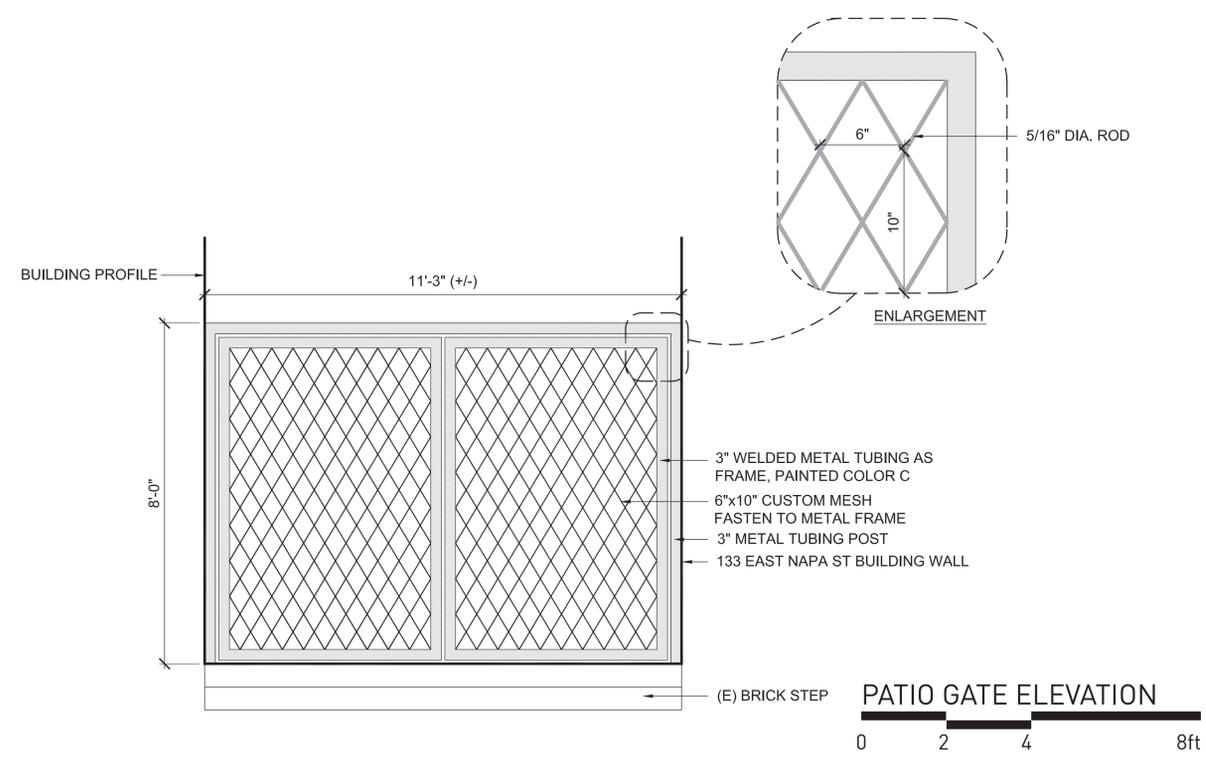
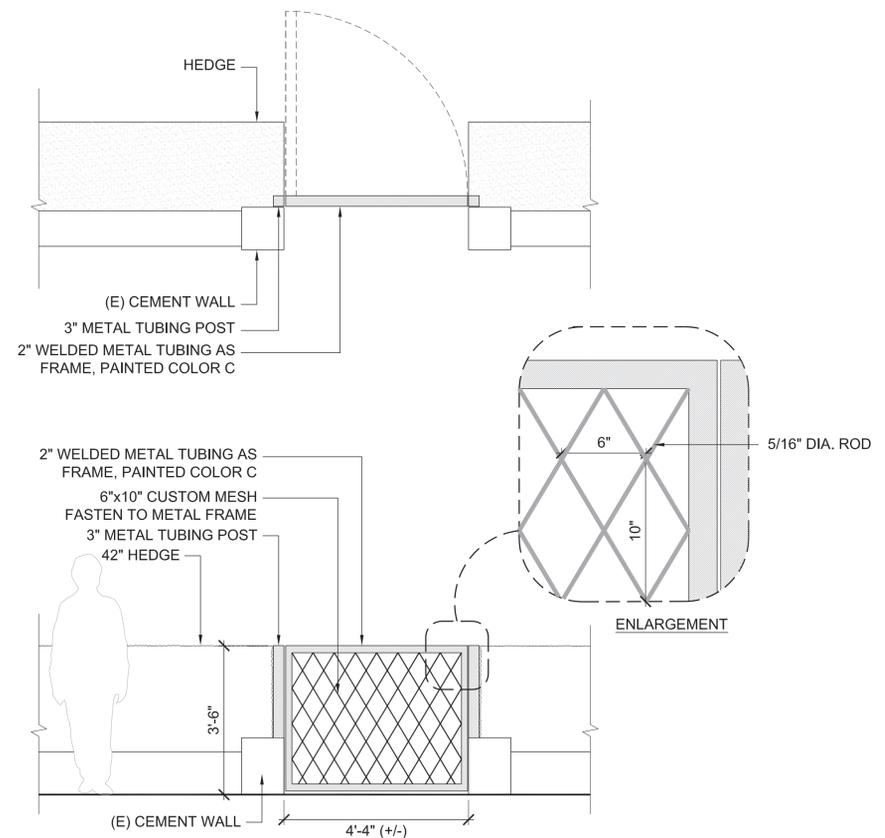
NOTE:
 COLOR C - BENJAMIN MOORE 2134-10
 NIGHT HORIZON



VIEW FROM NEIGHBOR'S HOUSE



NOTE:
 COLOR C - BENJAMIN MOORE 2134-10
 NIGHT HORIZON





VIEW 1 FROM EAST NAPA ST



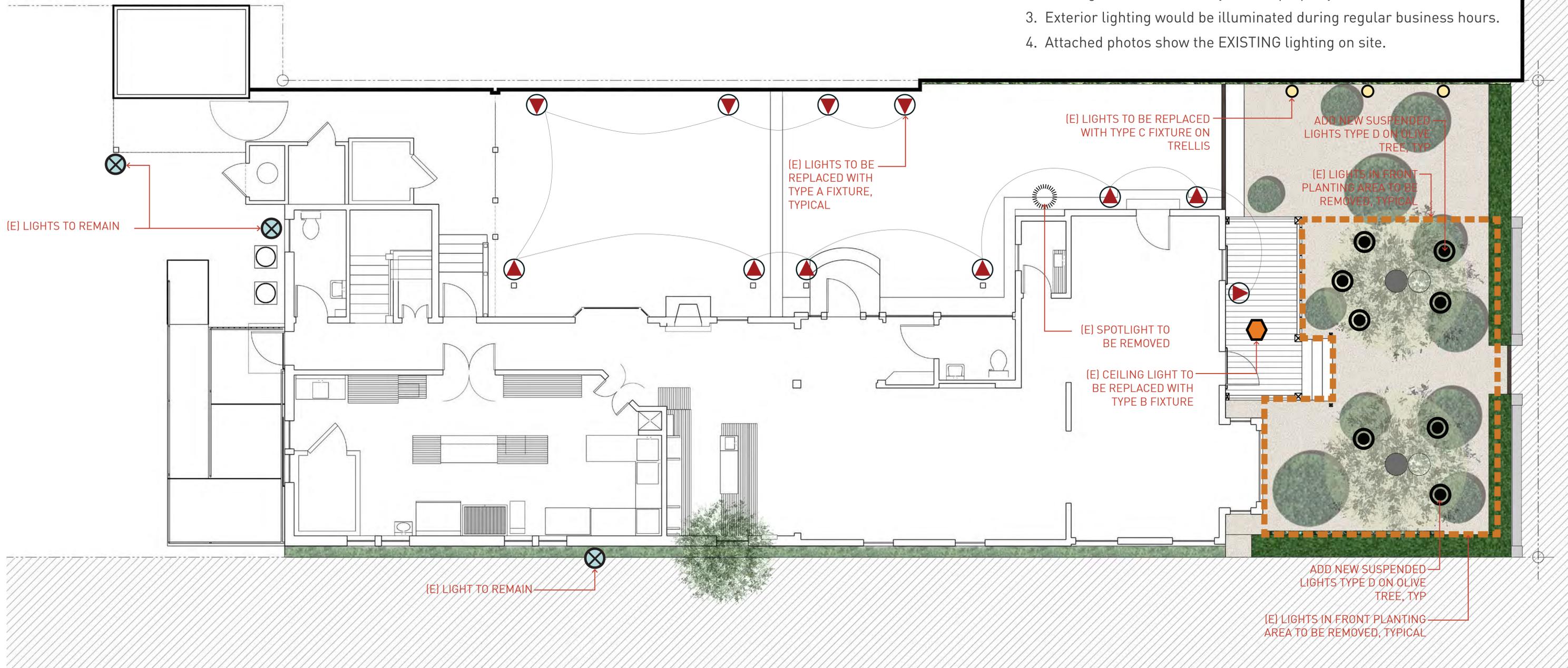
VIEW 2 FROM EAST NAPA ST



VIEW 3 FROM EAST NAPA ST

EXTERIOR LIGHTING COMMENTARY:

1. Regular business hours will be between 9am and 11pm. The use will be for private dining, not as a public restaurant.
2. Landscape lighting will be on the front/street side and shall be shielded to avoid light transmission beyond the property boundaries.
3. Exterior lighting would be illuminated during regular business hours.
4. Attached photos show the EXISTING lighting on site.



 EXISTING LIGHT TO REMAIN	 TYPE A: Y Lighting Twilight Outdoor Medium Wall Scone, Bronze finish, HUB-304903	 TYPE C: B-K Lighting Artistar, Bronze satin finish	 [E] LIGHTS IN FRONT PLANTING AREA TO BE REMOVED, TYPICAL
 EXISTING SPOTLIGHT TO BE REMOVED	 TYPE B: Y Lighting Twilight Outdoor Semi Flush Small Ceiling Light, Bronze finish, HUB-364901	 TYPE D: B-K Lighting Ring Mount Delta Star, Bronze satin finish	





([E] LIGHT AT STORAGE TO REMAIN



([E] LIGHT AT TO REMAIN



([E] LIGHT AT DRIVEWAY TO REMAIN



([E] LIGHTS IN FRONT PLANTING AREA TO BE REMOVED, TYPICAL



REPLACE ([E] LIGHT WITH TYPE B FIXTURE

REPLACE ([E] LIGHT WITH TYPE A FIXTURE

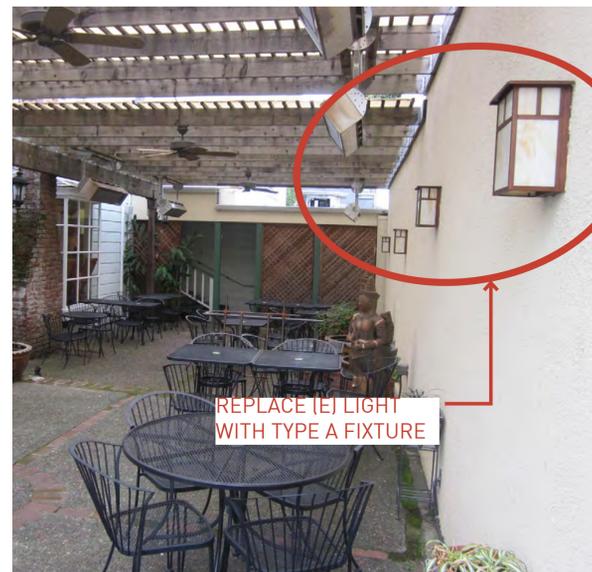


REPLACE ([E] LIGHT WITH TYPE A FIXTURE

([E] SPOT LIGHT TO BE REMOVED



REPLACE ([E] LIGHT WITH TYPE A FIXTURE



REPLACE ([E] LIGHT WITH TYPE A FIXTURE



REPLACE ([E] LIGHT WITH TYPE C FIXTURE



Twilight Outdoor Medium Wall Sconce

Description: Made in the U.S.A. by Hubbardton Forge.
[Edit]

Twilight Outdoor Wall Sconces can provide lighting that creates dramatic spaces under the stars. All Hubbardton Forge outdoor fixtures are made of durable, rust-free aluminum and are suitable for wet locations. Direct wire. Available in choice of several opaque finishes. Shown in dark smoke opaque finish. Optional top plate included. Available with incandescent or fluorescent lamping.

www.ylighting.com/hubbardton-forge-twilight-outdoor-medium-wall-sconce.html
phone: 1.866.428.9289

1. Lamping: - Incandescent
- Fluorescent (+\$38.00)
2. Finish: - 10 - Black
- 13 - Mahogany
- 15 - Bronze
- 17 - Dark Smoke
- 18 - Burnished Steel
- 20 - Natural Iron

Wattage: 60/13

Lamp Type: fluorescent|incandescent

Listing: UL|cUL|Wet Location

Price: \$454.00

Lighting TYPE A:
Y Lighting Twilight Outdoor Medium Wall Sconce, Bronze finish, HUB-304903



Twilight Outdoor Semi Flush Small Ceiling Light

Description: Made in the U.S.A. by Hubbardton Forge.
[Edit]

The Twilight Outdoor Semi-Flush Small Ceiling Light provides lighting capable of creating dramatic spaces under the stars. All Hubbardton Forge outdoor fixtures are made of durable, rust-free aluminum. Suitable for damp locations. Direct wire. Available in choice of several opaque finishes. Shown in dark smoke opaque finish.

www.ylighting.com/hubbardton-forge-twilight-outdoor-semi-flush-small-ceiling-light.html
phone: 1.866.428.9289

1. Finish: - 18 - Burnished Steel
- 10 - Black
- 13 - Mahogany
- 15 - Bronze
- 17 - Dark Smoke
- 20 - Natural Iron

Wattage: 60

Lamp Type: halogen

Listing: UL|cUL|Damp Location

Price: \$260.00

Lighting TYPE B:
Y Lighting Twilight Outdoor Semi Flush Small Ceiling Light, Bronze finish, HUB-364901

ArtiStar™ fully machined body machined body maximizes lamp life.
Manufactured with GreenSource™ insulator. Recyclable at end of life to ensure cradle to cradle recycling.
Fully enclosed water-proof wiring and integral heat sink.
Available in three (3) distinct cap styles.
For use with G24 bases, line voltage MR16 lamps - 20W, 35W and 50W.
Excludes StarGuard™ corrosion protection.
Hard compliant.
cETL us listed.
Made in USA.



Lighting TYPE C:
B-K Lighting Artistar, Bronze satin finish



Features
• Tamper proof design.
• Completely sealed optical compartment.
• Clear, tempered glass lens, factory sealed.
• Machined aluminum construction with stainless steel hardware.

Ring Mount Delta Star™ offers the specifier the choice of a high quality MR16 fixture for moon lighting effects or other downlighting effects. The Ring Mount Delta Star's compact design lets the fixture virtually disappear in its surroundings and yet it provides a powerful light source that can utilize various beam patterns and lens options for dramatic effects.

- 1" diameter brass mounting ring allows for cable or hook mounting.
- Leads extend 12" beyond mounting ring.
- Listed with MR16 lamps to 50 watts.
- For use with remote transformers, see pages 92, 94, and 97.

Lighting TYPE D:
B-K Lighting Ring Mount Delta Star,
Bronze satin finish

Color A

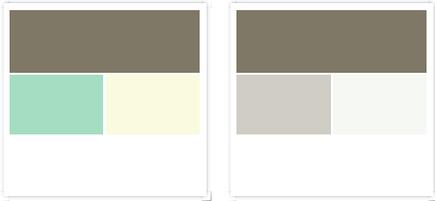
cromwell gray

HC-103

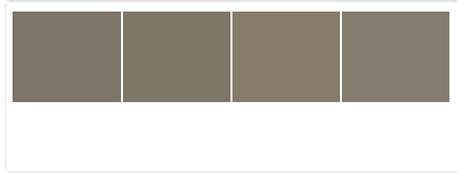
This color is part of the Historic Color collection. A collection of 174 time-honored hues comprises our most popular palette. Steeped in tradition, the refined, elegant colors of the Historical Collection deliver timeless color that can be used in traditional as well as contemporary spaces. Inspired by the documented colors found in 18th- and 19th-century architecture, these classic, inviting tones continue to serve us well today.



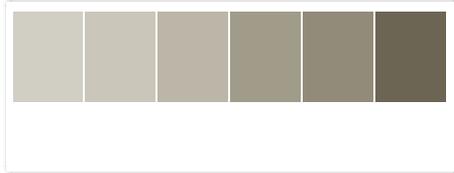
GOES GREAT WITH



SIMILAR COLORS



MORE SHADES



Color B

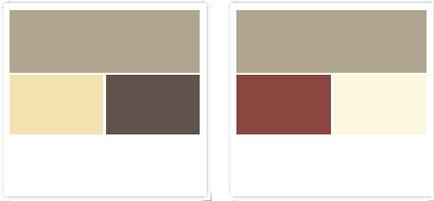
brandon beige

977

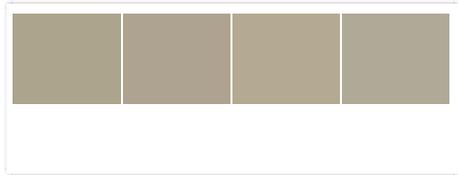
A timeless mid-tone that's serious but never stuffy, this grounding shade of taupe creates a good balance between color combinations.



GOES GREAT WITH



SIMILAR COLORS



MORE SHADES

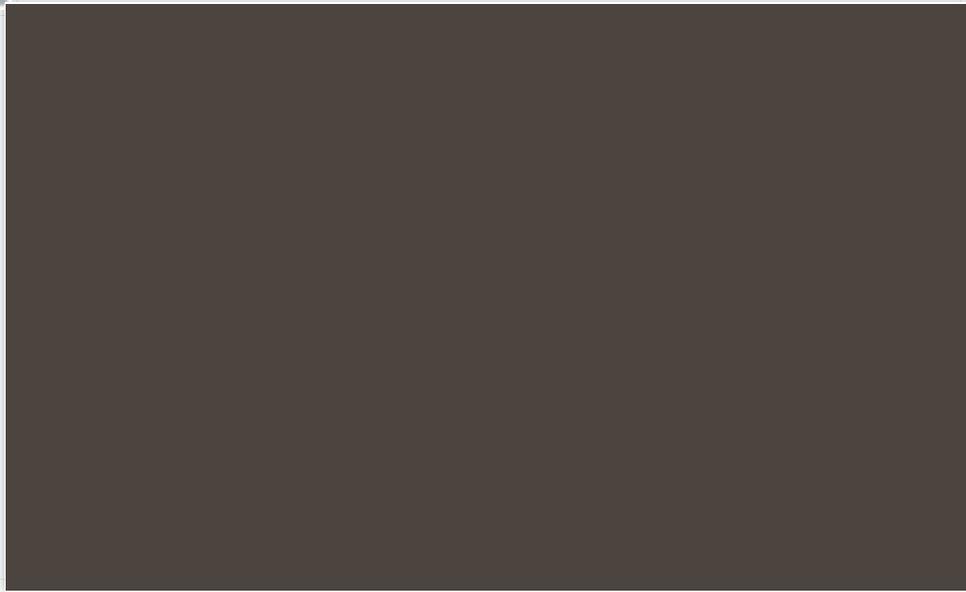


Color C

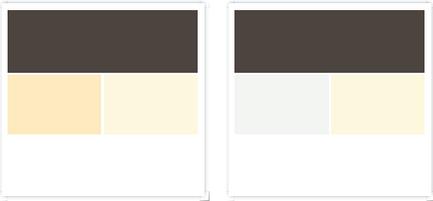
night horizon

2134-10

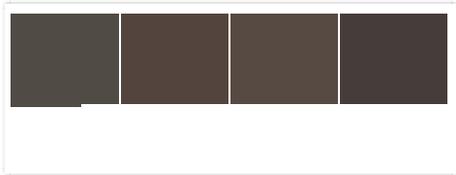
This color is part of Color Preview. A collection of bold, saturated colors that brings spaces to life for those looking to illuminate their world with pure, extraordinary color. A great complement to Classic Colors, Color Preview offers a collection of 1,232 hues that excite and inspire with pure, deep, clear colors that create striking combinations.



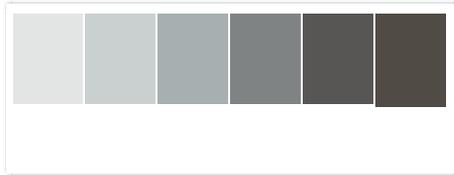
GOES GREAT WITH



SIMILAR COLORS



MORE SHADES





City of Sonoma
Design Review Commission
Agenda Item Summary

ARC Agenda Item: 2

Meeting Date: 06/18/13

Applicant

Sonoma Signs/Sonoma Valley Center

Project Location

500 West Napa Street

Historical Significance

- Listed on National Register of Historic Places, including Sonoma Plaza district (Significant)
- Listed on California Register of Historic Resources (Significant)
- Listed within Local Historic Resources Survey (Potentially Significant)
- Over 50 years old (Potentially Significant)
 Year Built: 1959

Request

Consideration of a revised sign program and design review for a shopping center (Sonoma Valley Center).

Background

On June 19, 2012, the Design Review Commission (DRC) considered and approved a sign program and new paint colors for a shopping center (Sonoma Valley Center). On July 23, 2012, the DRC considered and approved a landscape plan and the continued review of exterior sign lighting for a shopping center. On November 20, 2012, the DRC considered and approved a modification to a sign program for a shopping center. In May, 2013, staff conducted a final review for the building permit application for sign review and observed sign and design review modifications that had not been approved by the DRC.

Summary

Revised Sign Program: At this time the applicant is proposing to modify the existing sign program for the shopping center by including a pergola, which features six signs for tenants in the rear arcade of the property. Each sign would have an area of 1.53 square feet in area (22 inches wide by 10 inches tall).

The following signs have previously been approved by the DRC and are part of the sign included in the sign program:

- ◆ 1 each (one-sided) 114 square foot freestanding sign (monument);
- ◆ 1 each (two-sided) 25 square foot freestanding sign (rear entrance) (although approved this sign has not been displayed);
- ◆ 17 each (one-sided) 20 square foot roof signs (tenant);
- ◆ 11 each (two-sided) 4 square foot projecting signs (arcade);
- ◆ 1 each (one-sided) 20 square foot wall sign (welcome sign-rear parking lot)
- ◆ 16 each (two-sided) 16 square foot banner signs (banner program)
- ◆ 1 each (one-sided) 56 square foot wall sign (Sonoma Market front);
- ◆ 1 each (one-sided) 20 square foot wall sign (Sonoma Market rear);

Wall Sign Regulations: The maximum size of a wall sign shall not exceed 48 square feet in total area (§18.16.022). Wall signs projecting over the property line, including a light box or other part thereof, shall not exceed a thickness of 12 inches (§18.20.190). The wall signs are consistent with this requirement in that each face would have an area of 1.53 square feet square feet. The proposal is consistent with these requirements.

Aggregate Sign Area: Based on the site’s primary frontage on West Napa Street (±260 feet) and secondary frontage on Fifth Street West and West Spain Street (±272 feet), the property has an allowable aggregate sign area of 164 square feet. The total aggregate sign area for the property would be ±884.18 square feet, including the two freestanding signs (139 square feet), 17 roof signs (340 square feet); 11 projecting signs (44 square feet), 3 wall sign (96 square feet), 16 banner signs (256 square feet), and 6 wall signs on the pergola (9.18 square feet).

Shopping Center Signage Regulations: In addition and notwithstanding the number and sizes listed under SMC 18.16.010 and 18.16.020, one additional identification sign may be permitted for a shopping center. The total area of the additional sign

shall not exceed 60 square feet, with no single face of a double or multisided sign larger than 40 square feet. Illuminated shopping center signage shall conform to the sizes under the illuminated sign section (SMC 18.20.130), unless granted a variance by the DRC.

A shopping center may develop a sign program for all tenants within the center which, after approval by the DRC, may be administered by the shopping center administration. Signs not in conformance with the approved program must be reviewed by the planning director or his or her designee or the DRC (§18.20.180):

Existing Signs: During the site visit, staff observed a number of illegal signs displayed in the shopping center consisting of illuminated open signs, portable freestanding signs, and window signs. These signs have not been approved and should be removed.

Exemption Sign Regulations :(§18.12.080): Identification, directional, or information signs not exceeding one square foot in area, and four in number may be erected without a permit provided they are not illuminated and contain no reflective painted material. These signs shall not be included in the measurement of total allowable sign area on a site.

Design Review: As previously mentioned a pergola is proposed near the northwest corner of the parking lot. The purpose of the pergola is to provide a location for six signs that would highlight the tenants in the arcade area of the property. In addition, the applicant is proposing to place two planter elements with built-in seating near the location of the pergola.

Findings for Project Approval:, the Design Review Commission may approve an application for architectural review, provided that the following findings can be made (§19.54.080.G):

1. The project complies with applicable policies and regulations, as set forth in this Development Code, other City ordinances, and the General Plan.
2. On balance, the project is consistent with the intent of applicable design guidelines set forth in the Development Code.
3. The project responds appropriately to the context of adjacent development, as well as existing site conditions and environmental features.

Other permits required: In addition to the requirements of this title, all signs and building improvements shall be in conformance with applicable requirements of the 2010 California Building Code and where required by the 2010 California Building Code, shall obtain a building permit prior to installation.

Commission Discussion

Design Review Commission Action

Approved Disapproved Referred to: _____ Continued to: _____

Roll Call Vote: _____ Aye _____ Nay _____ Abstain _____ Absent

DRC Conditions or Modifications

Attachments

1. *Project narrative*

Sonoma Valley Center LLC
279 Front Street
Danville, CA 94526-3401

cc: Sonoma Signs
254 First Street East
Sonoma, CA 95476

Cal-Oak-Sonoma Inc.
3685 Mt. Diablo Blvd. # 350
Lafayette, CA 94549-6822

PROJECT NARRATIVE :

In June of 2012, the Design Review Commission approved a sign program, landscape plan, and new paint scheme for the multi-tenant commercial property Sonoma Valley Center, located at 500 West Napa Street. As part of the property improvement project, a series of large planters with built-in seating and an arched pergola were added to the property in the Northwest corner of the parking lot.

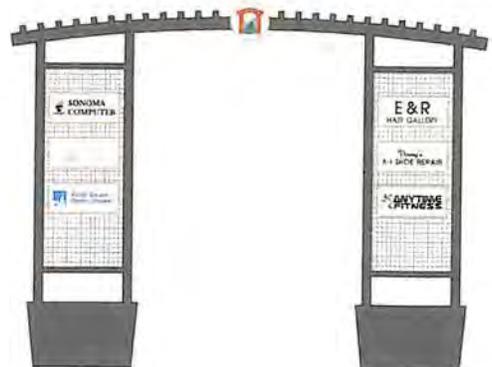


before

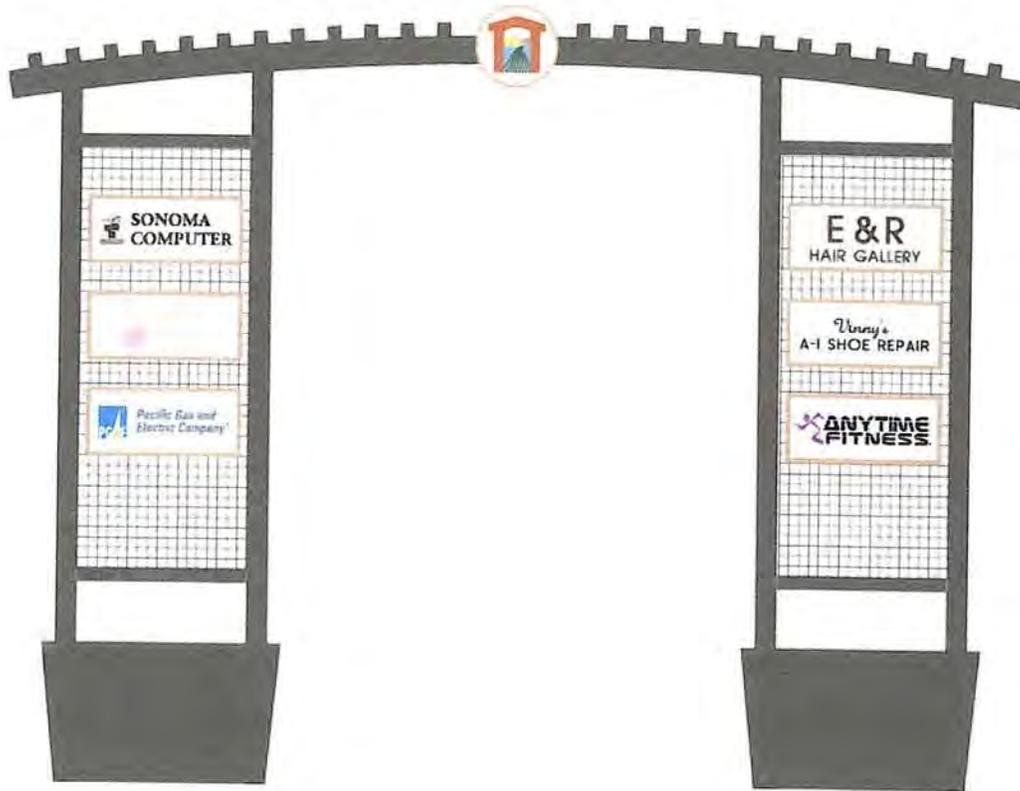


after

Sonoma Signs is requesting approval of the pergola, which features a series of small signs which highlight tenants in the rear arcade of the property. The tenants featured on this structure, have minimal visibility, and only 1 other sign on the property advertising their business.



■ SIGNAGE DETAILS :



SIGN QUANTITY: 6
SIGN SIZE: 10" X 22"

Signs are made of 1/8" thick aluminum composite material with digital print graphics and a matte overlamine protective film.

Signs are attached to the pergola upright mesh areas with attractive stand-off hardware, which matches the other property signs

June 18, 2013
Agenda Item #3

MEMO

To: Design Review Commission

From: Associate Planner Atkins

Subject: Continued Review of the Design Review Commission (DRC) Submittal Information for Architectural (Design) Review Applications and Next Steps Handout.

Summary

In a response to a memo to the Design Review Commission (DRC) regarding the discussion and review of color and material submittal requirements for architectural (design) review applications, the Design Review Commission requested that staff incorporate DRC comments into a handout and return to the DRC for further review. In addition, the Streamling Work Group has also responded to the handout. Please review the attached handout and provide feedback to staff at the DRC meeting.

Attachments:

- 1) Draft Architectural (Design) Review Applications Handout

CC: Laurie Decker, Economic Development Manager

City of Sonoma

Planning and Community
Development
No. 1 The Plaza
Sonoma, CA 95476



Submittal Requirements for Architectural (Design) Review Applications

Phone: (707) 938-3681 Fax: (707) 938-8775 E-mail: cityhall@sonomacity.org Web: www.sonomacity.org

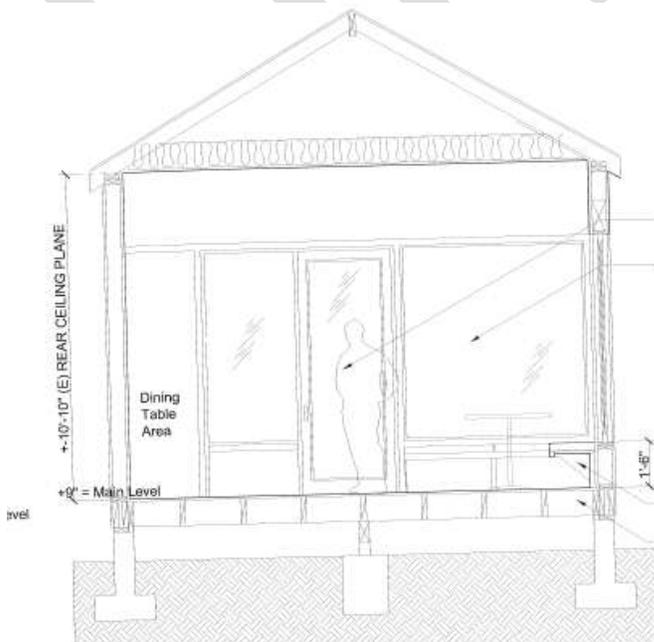
Design Review Commission (DRC) Submittal Information for Architectural (Design) Review Applications and Next Steps

General

- A project narrative shall be submitted with the application. The project narrative should describe the project in a way that gives the DRC a visual picture of what the project will look like when complete. If the applicant is proposing a particular color because of a reference to the business branding, that information should be included in the project narrative.
- The applicant should consider submitting options and alternatives, which help reduce the chances of the project being continued to a future meeting.
- The applicant should be prepared to make a brief presentation to the DRC at the meeting. The purpose of the presentation is to summarize the information written in the project narrative and to essentially “sell” the proposal to the DRC. In addition, it is helpful to indicate to the DRC the reason why certain choices were made, how the proposal will be compatible with the surrounding area, and be a benefit to the community.

Exterior Building Modifications

- Elevations (including sign drawings) should be scaled and include a human scale as shown below.



- Color submittals: Submit ten (10) copies each of the manufacture’s color samples indicating the manufacture name and color name (i.e. Benjamin Moore million dollar red 2003-10) placed on 8.5 by 11 inch heavy stock paper.
- Submit ten (10) black and white or color copies on heavy stock paper of an elevation drawing or a picture of the building indicating the exact location of all proposed colors.
- “Brush outs” (two coats) samples are encouraged on buildings around the Plaza. If “brush outs” are not completed prior to the Design Review Commission (DRC) meeting, the project may be continued to a future meeting. A two to three square foot brush out area is appropriate.
- The applicant shall bring a two to three square-foot color and material sample board to the DRC meeting. The board shall include a sample of the following materials: roof, flashing, siding, and exterior stone. The colors on the board shall be proportionate to the scale of the colors on the building. (If an architect is involved with the project, the presentation shall be presented in a professional manner.) The applicant shall provide a printed picture of the approved color and material board to the Planning Department.

Projects in the Historic Overlay zone and Potential Historic Structures (structures build over 50 years ago)

- If the proposed project is subject to the California Environmental Quality Act (CEQA) an evaluation may be required. It is recommended that projects involving structures built over 50 years ago be formally evaluated to determine the following: 1) whether the project meets CEQA’s definition of a historical resource as defined in section 15064.5; and, 2) will the proposed project significantly impact or affect the historical resource? The website for searching the Consultants List is located at [www. Chrisinfo.org](http://www.Chrisinfo.org). The discipline that should be selected is “architectural history” or “historical architect”.
- In order to approve a project in the Historic Overlay Zone, the DRC must make the following findings:
 - a. The project will not impair the historic character of its surroundings;
 - b. The project substantially preserves the qualities of any significant historic structures or other significant historic features on the site; and,
 - c. The project substantially complies with the applicable guidelines set for in Chapter 19.42 SMC, Historic Preservation and Infill in the Historic Zone.

Next Steps

Subsequent to the review and approval by staff or the Design Review Commission for an application for commercial building painting, new signs, or an awning, the following are the next steps in the process:

1. Apply for a building permit for sign or awning installation. Plan check can typically take up to two weeks.
2. Apply for an encroachment permit if painting a building or installing signage or an awning where work will take place over/on the public right-of-way (sidewalk). The encroachment permit application and insurance requirements are available on the City’s website at www.sonomacity.org. An encroachment permit will not be issued until the correct insurance certificates and endorsements from the contractor are submitted and approved.