



**City of Sonoma  
Design Review and Historic  
Preservation Commission  
AGENDA**

**Meeting of April 15, 2014 - 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 and Historic Preservation 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  
Christopher Johnson (Alternate)

**COMMENTS FROM THE PUBLIC**

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

**CORRESPONDENCE**

<b>ITEM #1 – Sign Review</b>	<b>Project Location:</b> 19249 Sonoma Highway	<b>RECOMMENDED ACTION:</b>  Commission discretion.
<b>REQUEST:</b> Consideration of a new monument sign for a service station (Jolly Washer).	<b>General Plan Designation:</b> Commercial (C)	<b>CEQA Status:</b> Categorically Exempt
<b>Applicant:</b> Miguel Bunting	<b>Zoning:</b> <b>Planning Area:</b> West Napa/Sonoma Corridor	
Staff: Wendy Atkins	<b>Base:</b> Commercial (C) <b>Overlay:</b> None	
<b>ITEM #2 – Sign Review</b>	<b>Project Location:</b> 342 West Napa Street	<b>RECOMMENDED ACTION:</b>  Commission discretion.
<b>REQUEST:</b> Consideration of a new monument sign for a school (St. Francis Solano).	<b>General Plan Designation:</b> Public Facility (PF)	<b>CEQA Status:</b> Categorically Exempt
<b>Applicant:</b> St. Francis Solano School	<b>Zoning:</b> <b>Planning Area:</b> West Napa/Sonoma Corridor	
Staff: Wendy Atkins	<b>Base:</b> Public Facility (P) <b>Overlay:</b> Historic (/H)	

<p><b>ITEM #3 – Sign and Design Review</b></p> <p><b>REQUEST:</b> Consideration of sign and design review for a mobile food trolley (Tips Tri-Tip).</p> <p><b>Applicant:</b> Andrew and Susie Pryfogle</p> <p>Staff: Wendy Atkins</p>	<p><b>Project Location:</b> 455 West Napa Street</p> <p><b>General Plan Designation:</b> Commercial (C)</p> <p><b>Zoning:</b> <b>Planning Area:</b> West Napa/Sonoma Corridor <b>Base:</b> Commercial (C) <b>Overlay:</b> None</p>	<p><b>RECOMMENDED ACTION:</b> Commission discretion.</p> <p><b>CEQA Status:</b> Categorically Exempt</p>
<p><b>ITEM #4 – Design Review</b></p> <p><b>REQUEST:</b> Consideration of new paint colors for a commercial building. (Pharmaca).</p> <p><b>Applicant:</b> Robert Duer</p> <p>Staff: Wendy Atkins</p>	<p><b>Project Location:</b> 303 West Napa Street</p> <p><b>General Plan Designation:</b> Commercial (C)</p> <p><b>Zoning:</b> <b>Planning Area:</b> West Napa/Sonoma Corridor <b>Base:</b> Commercial (C) <b>Overlay:</b> Historic (/H)</p>	<p><b>RECOMMENDED ACTION:</b> Commission discretion.</p> <p><b>CEQA Status:</b> Categorically Exempt</p>
<p><b>ITEM #5 – Design Review</b></p> <p><b>REQUEST:</b> Consideration of new roof material for a shopping center (Maxwell Village Shopping Center).</p> <p><b>Applicant:</b> Niles Company (Ken Niles)</p> <p>Staff: Wendy Atkins</p>	<p><b>Project Location:</b> 19101-19245 Sonoma Highway</p> <p><b>General Plan Designation:</b> Commercial (C)</p> <p><b>Zoning:</b> <b>Planning Area:</b> West Napa/Sonoma Corridor <b>Base:</b> Commercial (C) <b>Overlay:</b> None</p>	<p><b>RECOMMENDED ACTION:</b> Commission discretion.</p> <p><b>CEQA Status:</b> Categorically Exempt</p>
<p><b>ITEM #6 – Design Review</b></p> <p><b>REQUEST:</b> Consideration of architectural review for a new fence/wall for a single-family residence.</p> <p><b>Applicant:</b> Rainscape Design</p> <p>Staff: Wendy Atkins</p>	<p><b>Project Location:</b> 492 Montini Way</p> <p><b>General Plan Designation:</b> Sonoma Residential (SR)</p> <p><b>Zoning:</b> <b>Planning Area:</b> Northwest Area <b>Base:</b> Sonoma Residential (R-S) <b>Overlay:</b> None</p>	<p><b>RECOMMENDED ACTION:</b> Commission discretion.</p> <p><b>CEQA Status:</b> Categorically Exempt</p>
<p><b>ITEM #7 – Discussion Item</b></p> <p><b>ISSUE:</b> Discussion regarding decorative exterior lights on commercial buildings.</p> <p><b>Staff:</b> Wendy Atkins</p>		<p><b>RECOMMENDED ACTION:</b> Receive and provide feedback.</p> <p><b>CEQA Status:</b> Categorically Exempt</p>

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**ITEM #8 – Discussion Item**

**RECOMMENDED ACTION:**

**ISSUE:**

Discussion of Certified Local Government projects priority review.

Receive and provide feedback.

**Staff:** Wendy Atkins

**CEQA Status:**

Categorically Exempt

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**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 April 11, 2014.

CRISTINA MORRIS, ADMINISTRATIVE ASSISTANT

**Rights of Appeal: Any decision of the Design Review and Historic Preservation 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 and Historic Preservation 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 and Historic Preservation 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 and Historic*  
*Preservation Commission*  
Agenda Item Summary

DRHPC Agenda Item: 1  
Meeting Date: 04/15/14

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**Applicant**

Miguel Bunting

**Project Location**

19249 Sonoma Highway

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**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: 1974
- 

**Request**

Consideration of a new monument sign for the Jolly Washer 76 service station.

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**Summary**

*Background:* On August 16, 2005, the Design Review Commission approved a new canopy fascia color, new canopy logo signs, and the refacing of an existing (47 square-foot in area) monument sign for the Jolly Washer 76 service station. At this time, the applicant is proposing to reface the existing monument sign located along Sonoma Highway.

*Monument Sign:* The proposal involves installing a new monument sign located in the northeast corner of the site. Service stations are allowed one freestanding/monument company identification sign not exceeding 18 square feet per side and one price sign not exceeding twelve square feet per side. Both signs may be double-faced and illuminated (§18.20.170). The monument sign combines both company identification and pricing. Accordingly, a maximum sign area of 30 square feet per side may be permitted if the DRHPC supports the concept of combining these two elements. However, even under this scenario, the monument sign exceeds the maximum size limitation, in that each side is  $\pm 56$  square feet. The DRHPC has the discretion to require a smaller monument sign if deemed necessary or allow the new monument sign through a variance.

*Aggregate Sign Area:* Based on the property's frontage on Sonoma Highway ( $\pm 140$  feet) and Ramon Street ( $\pm 265$  feet), the maximum allowable aggregate sign area for the property is 115 square feet. The proposal would not comply with this standard in that signage for the service station would total  $\pm 119.3$  square feet, including the monument side (84 square feet of aggregate sign area), the two logo signs on the fascia (6.3 square feet of aggregate sign area combined), the wall sign on the carwash ( $\pm 9$  square feet of aggregate sign area), and the wall sign on the primary building ( $\pm 20$  square feet of aggregate sign area). The applicant is requesting a variance from this standard.

*Existing Signs:* During the site visit, staff observed a number of illegal signs displayed on the property consisting of a cigarette sign, a Rockstar sign, and an ice sign on two light poles near Sonoma Highway, three portable freestanding signs, and a number of illuminated and non-illuminated window signs. These signs have not been approved and shall be removed.

*Variances:* As noted above, the proposal would exceed the number of signs normally allowed for a business and exceed the maximum area allowed for an illuminated window sign. The DRHPC may grant variances from the provisions of the sign ordinance provided that certain findings can be made (see below).

1. Exceptional or extraordinary circumstances or conditions, not resulting from any act of the owner or applicant, apply to the location under consideration and not generally to other businesses or properties in the vicinity;
2. Strict adherence to a regulation may cause unnecessary hardship or prohibit the exercise of creative design, and the application submitted is extraordinary and outstanding in design;
3. The exception is the minimum necessary to serve its intended use;

4. The exception is in conformance with the purpose and intent of this title;
5. The granting of the variance will not be detrimental to the public interest or welfare, or injurious to properties or improvements in the vicinity.

**Other permits required:** In addition to the requirements of this title, all signs shall be in conformance with applicable requirements of the 2013 California Building Code and where required by the 2013 California Building Code, shall obtain a building permit prior to installation.

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### Commission Discussion

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### Design Review and Historic Preservation Commission Action

Approved     Disapproved     Referred to: \_\_\_\_\_     Continued to: \_\_\_\_\_

Roll Call Vote:    \_\_\_\_\_ Aye    \_\_\_\_\_ Nay    \_\_\_\_\_ Abstain    \_\_\_\_\_ Absent

### DRHPC Conditions or Modifications

#### Attachments

1. *Project narrative*
2. *Picture of existing monument sign*
3. *Sign drawings*

cc: Miguel Bunting  
19249 Sonoma Highway  
Sonoma, CA 95476

Cachita LLC  
721 East School Street  
Cotati, CA 94931-4162



MAR 13 2014

19249 SONOMA HWY, SONOMA CA 95476  
707-996-3337 / FAX 707-996-3363

Date: 3/18/14

To: The City of Sonoma

Pages: 3

RE: Replacing damaged monument Price Sign with a new LED Price Sign

The Jolly Washer 76 monument Price Sign was damaged by the wind storm a few months back.

In our application you will see the pictures of the damaged property.

Our relationship with 76 requires us to keep our prices sign clean, visible and up to code.

The LED price sign would provide better visibility to the consumer driving on HWY 12.

The LED concept has helped other stations increase their gas sales by 15-30%.

Please see the enclosed information provided to give you an idea of the proposed Monument Price Sign.

If you have any questions please feel free to call or email me.

Sincerely,

A handwritten signature in blue ink that reads "Miguel E. Bunting".

Miguel E. Bunting

**Owner / Operator**

[Jollywasher@yahoo.com](mailto:Jollywasher@yahoo.com)





Self Serve Gasoline  
 Regular **1.299**  
 Plus **1.399**  
 Premium **1.499**  
 Diesel #2 **1.599**

Food Mart

Jolly Washer  
 Car Wash

10¢ OFF PER GALLON

With any  
 Car Wash  
 Purchase

ILLUMINATION VIEW

2 7/8" Self Serve Gasoline

2 3/4" Regular

4 1/2" 10¢ OFF PER GALLON

4 1/2" Food Mart

3 5/8" Jolly Washer  
 Car Wash

With any  
 Car Wash  
 Purchase  
 See store for details 1/8"

Self Serve Gasoline  
 Regular 8 7/8 1.299 WINDOW  
 Plus 8 7/8 1.399 WINDOW  
 Premium 8 7/8 1.499 WINDOW  
 Diesel #2 8 7/8 1.599 WINDOW

Jolly Washer Car Wash Food Mart

10¢ OFF PER GALLON With any Car Wash Purchase See store for details

OPPOSITE SIDE VIEW / LED WINDOW DETAIL



6135 District Blvd - Maywood, CA 90270  
 800-423-4788 • Fax: 323-540-7183  
 Website: www.signresource.com

REVISION HISTORY:

REV	DATE	DESCRIPTION	BY
B	02/21/14	REVISIONS	SP
		REVISE SIZING / LAYOUT / COPY	

PARTS LIST:

ITEM	DESCRIPTION	QTY
A	LED SPREADER (8'x4')	1
B	LED SPREADER (4'x4')	1
C	LED SPREADER (4'x2')	1
D	LED SPREADER (2'x4')	1
E	LED SPREADER (2'x2')	1
F	LED SPREADER (2'x1')	1

SECOND SURFACE DECORATION:

1	PERMANENT
2	ALUMINUM
3	
4	
5	

SCALE 1"=20"

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 900 OF THE NATIONAL ELECTRIC CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER BRANDING AND BONDING OF THE SIGN.

GENERAL NOTES

- 1. LED SPREADER (UNLESS NOTED)
- 2. GRAPHICS - 1/8" - FACE SIZE - 1/16"
- 3. CABINET - 4" - 4 1/2" - WITH OVERCAP - 1/2" - 1/16"
- 4. ALL COPPER LEADS MUST BE GROUNDED
- 5. WIRING SHALL BE 24 TO 30 AWG, PER UL COMPLIANCE
- 6. PER CODES, ALL WIRING MUST BE IN CONDUIT AND GROUND
- 7. NO EXPOSURE OF WIRING SHALL BE ALLOWED WITHIN SIGN
- 8. ALL ELECTRICAL WIRING TO COMPLY WITH ALL CODES

PHILLIPS 66  
 ILLUMINATED DOUBLE FACE  
 LED MONUMENT SIGN

DESIGNER: S. PATTERSON

CLIENT: PHILLIPS 66

LOCATION: BRRI 8580113

DATE: 02/21/14

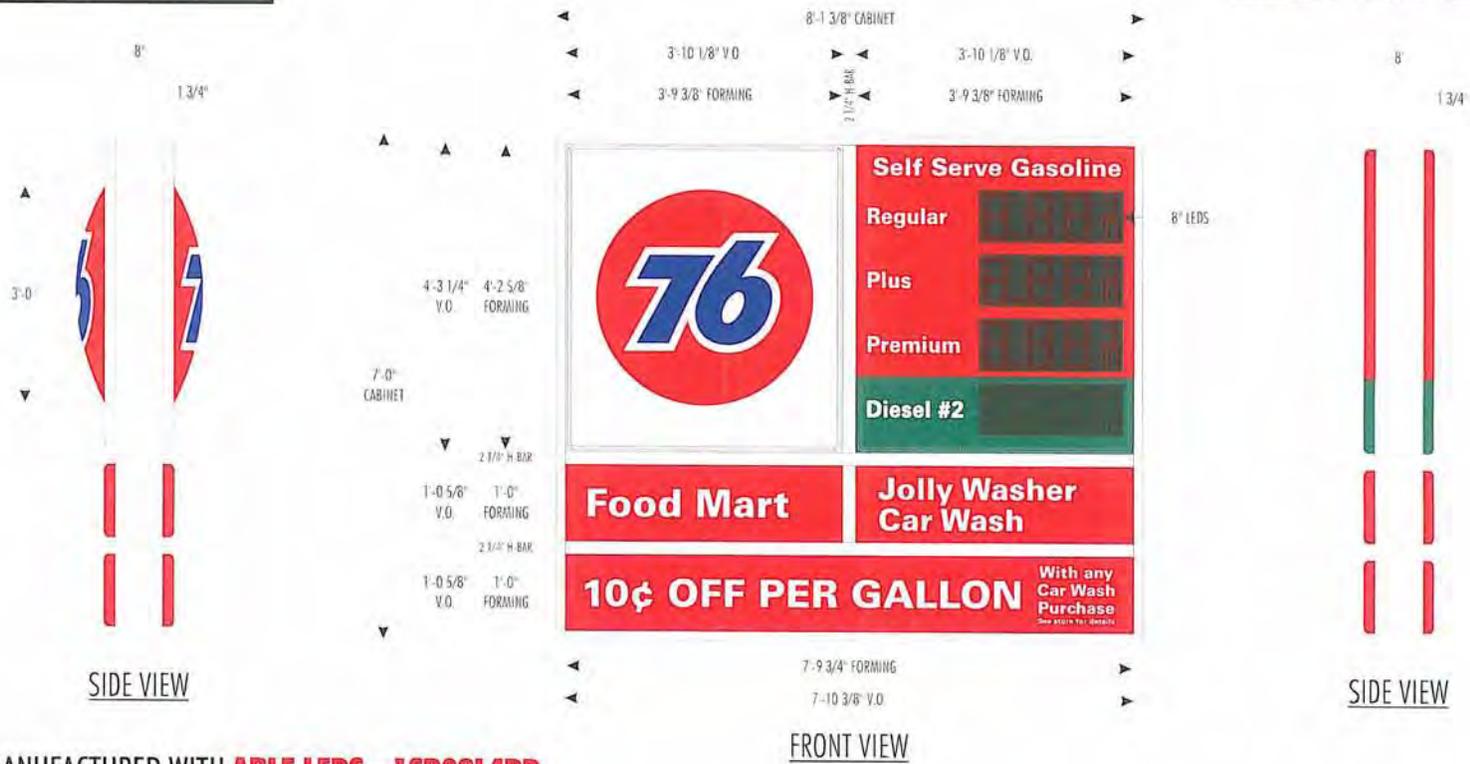
REV	DATE	DESCRIPTION	BY

PROJECT: 201496 DATE: 02/21/14

QUANTITY: 1 OF 1

By signing, you are validating the dimensions and graphic provided to SignResource and/or you are handling your own installation.

MAR 18 2014



TO BE MANUFACTURED WITH **ABLE LEDS - 1SR08L4PD**

APPROVAL SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

By signing, you are validating the dimensions and graphic provided to SignResource and/or you are handling your own installation.

Please Note: Weights and Measures requirements vary by State, County and Municipality. It is the responsibility of the customer to confirm that these graphics are compliant with all local Regulations, Statutes and Ordinances. Compliance must be confirmed by the party obtaining the permit. SignResource is not liable for misinterpretation of local Weights and Measures requirements or any rule changes that may occur after the order has been placed. If permitting and installation is provided by SignResource, we will make every effort to confirm the signage provided is compliant at the time of installation.

**Parts List Quote**

Date  
2/21/2014

Project Type  
MID

Quote #  
2069

Page  
1 of 1

Marketer/Reseller	Site Name	ShipTo #	SoldTo #
CACHITA LLC	CACHITA LLC 19249 SONOMA HWY 12 SONOMA, CA 95476	0000858013	10093754

SKU #	Supplier	Product Description	Qty	Unit Cost	Line Total
1SSRLED0101AR	Sign Resource	Able Standard remote part of LED kit	1	\$0.00	\$0.00
CZLED0289	Sign Resource	P76 Sign 7' x 8' Illuminated Double Faced Monument LED	1	\$7,591.67	\$7,591.67
QUOTE	Sign Resource	SRE Quote # 201488 Rev B	1	\$0.00	\$0.00
<b>TOTAL Sign Resource</b>					<b>\$7,591.67</b>
<b>TOTAL</b>					<b>\$7,591.67</b>

 Please verify all parts and pricing are correct prior to placing any order.  
Tax and freight not included.

 After 30 days the prices are subject to change.

Virtual Signature: \_\_\_\_\_





**City of Sonoma**  
**Design Review and Historic**  
**Preservation Commission**  
**Agenda Item Summary**

**DRHPC Agenda** 2  
**Item:**

**Meeting Date:** 04/15/14

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**Applicant**

St. Francis Solano School

**Project Location**

342 West Napa Street

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**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: 1945
- 

**Request**

Consideration of a new monument sign for a school (St. Francis Solano School) located at 342 West Napa Street.

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**Summary**

**Monument sign:** A new, two-sided internally illuminated monument sign 22.75 square feet in area per side (3.25 feet tall by 7 feet wide) is proposed adjacent to West Napa Street. The sign would be located perpendicular to West Napa Street, east of the pedestrian walkway. The structure of the sign would incorporate an aluminum, acrylic, and stucco finish with round aluminum posts. The “St. Francis Solano School” copy would consist of ½ inch thick push-thru internally illuminated lettering with translucent gold faces. The reader board would consist of 4-inch black interchangeable letters with a white acrylic face and internally backlit illumination consisting of LED lights. The sign face would consist of beige, brown, and red copy with burgundy posts.

**Illumination:** Illuminated signs are considered generally inappropriate except for businesses that normally operate in the evening hours, which is the case for the St. Francis Solano School. The applicant has indicated that the sign would be illuminated with back lit LEDs and the sign would be illuminated from 6 p.m. to 10 p.m. daily. The applicant has stated that the surface brightness will not be greater than one hundred (100) foot-lamberts.

**Aggregate Sign Area:** Based on the school’s frontage on West Napa Street (342 feet), and secondary frontage on Church Street (260 feet), the maximum aggregate sign area allowed for the school is 194.8 square feet. The total aggregate sign area for the school would be ±70.1 square feet, including the proposed monument sign (34.1 square feet), and existing wall sign (36 square feet). The proposal is consistent with this requirement. It should be noted that when calculating the aggregate area of a two-sided sign, each face is multiplied by 0.75 (§18.16.021).

**Size Limitations:** Each face of a two-sided sign shall not exceed 32 square feet in area (§18.16.022). The proposal is consistent with this requirement in each face would have an area of 22.75 square feet.

**Sign Height:** Monument signs are limited to a maximum height of 12 feet (§18.20.120). The proposed freestanding sign would have a maximum height of 6 feet.

**Number of Signs:** Only one monument sign is allowed per property, and a maximum of two signs are normally permitted for any one business (§18.16.010). The proposal complies with these requirements.

**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 2013 California Building Code and where required by the 2013 California Building Code, shall obtain a building permit prior to installation.

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**Commission Discussion**

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**Design Review and Historic Preservation Commission Action**

Approved     Disapproved     Referred to: \_\_\_\_\_     Continued to: \_\_\_\_\_

Roll Call Vote: \_\_\_\_\_ Aye    \_\_\_\_\_ Nay    \_\_\_\_\_ Abstain    \_\_\_\_\_ Absent

**DRHPC Conditions or Modifications**

Attachments

1. *Sight plan*
2. *Sign drawing*

cc: Roman Catholic Welfare Corp.  
P.O. Box 1297  
Santa Rosa, CA 95402-1297

St. Francis Solano School  
342 West Napa Street  
Sonoma, CA 95476-6517

Robert Sanders & Co.  
P.O. Box 1356  
Sonoma, CA 95476

# Signage Program for ST. FRANCIS SCHOOL SOLANO

## Freestanding Sign with Reader Board

342 WEST NAPA ST., Sonoma, CA

**Client**

ST. FRANCIS SOLANO SCHOOL  
MARCH. 1, 2014

**Project Consultant**

**Signage Design**

Robert Sanders & Co.  
signage/design/fabrication  
19615 Eighth St., East Sonoma, Ca  
Mailing Address: P.O. Box 1356  
707-996-3532  
fax: 996-2937

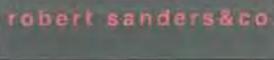
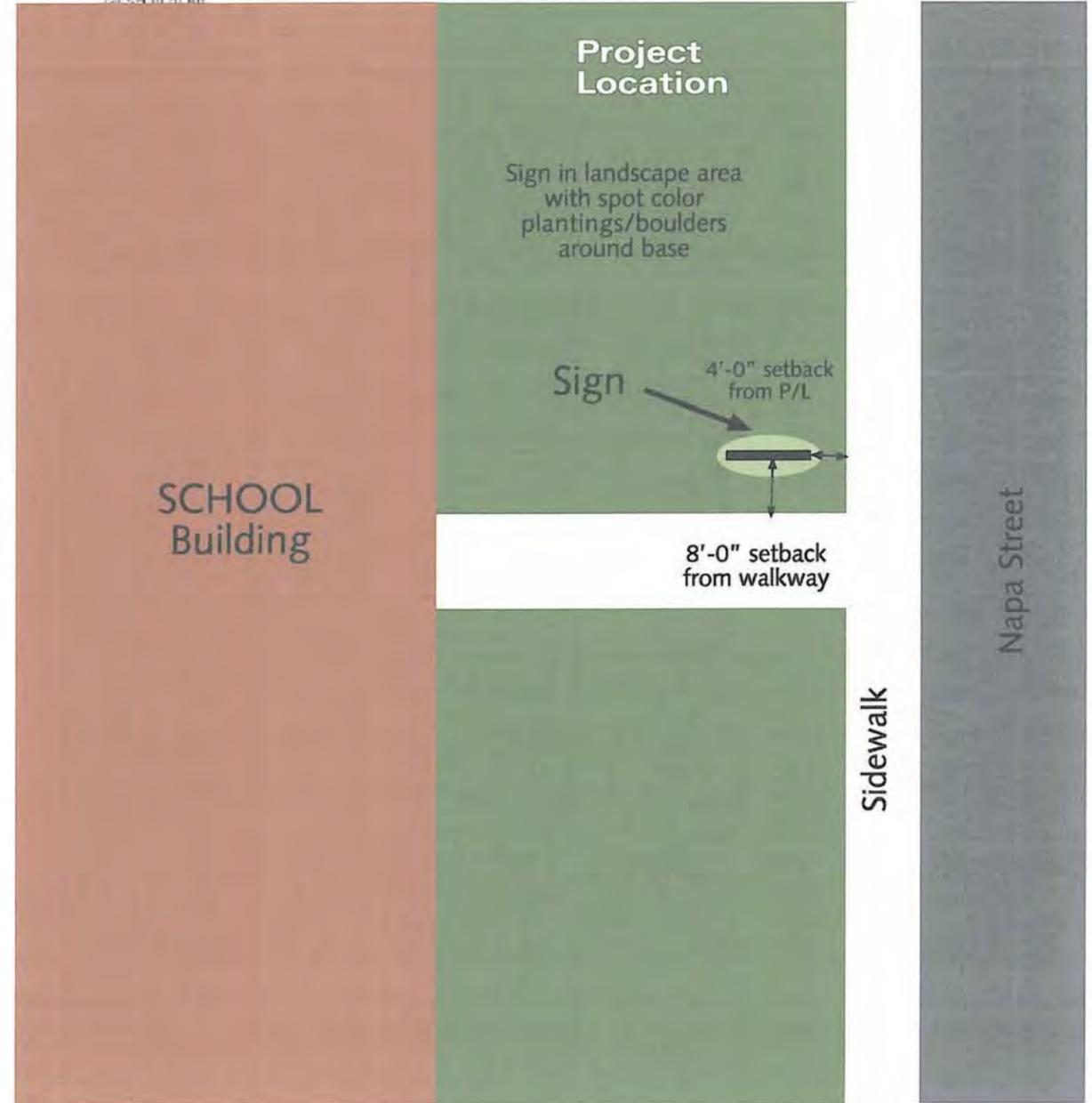


Exhibit "A" Proposed Location



MAR 18 2014

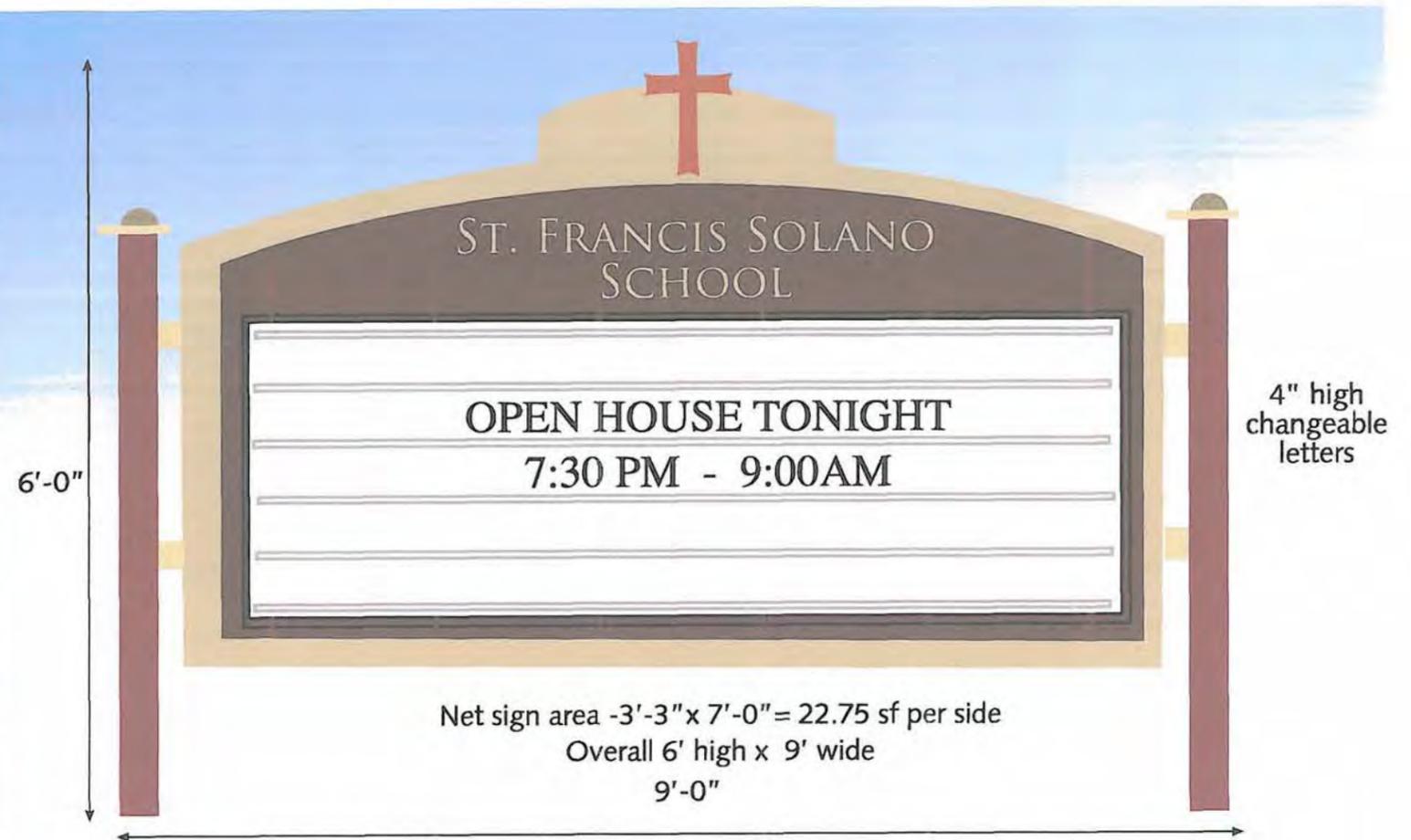
# St. Francis Solano School Monument Reader Board Sign

## Exhibit "A" Proposed Signage

West facing elevation



North facing elevation



Double-Sided Internally Illuminated Freestanding Reader Board Sign

### Sign Features/Details:

- Custom designed monument sign with arched decorative top, cross, detailing reflecting architecture and colors of church school
- Sign perpendicular to street east and west facing in existing landscape area/new accent landscape around perimeter
- Main sign reader board for school (double-sided) made of aluminum, acrylic, stucco texture finish, round decorative poles, finished with durable architectural paints
- Top identification sign letters 1/2" thick push-thru internally illuminated with translucent gold faces
- Reader board with 4" letters, background white acrylic face with heavy duty door and lock, internal backlit illumination with low energy LED's
- Sign supported by 2 posts 4" dia. mounted in 3' deep concrete footings/ decorative elements for support and attachment



*City of Sonoma*  
***Design Review and Historic  
Preservation Commission***  
**Agenda Item Summary**

**DRHPC Agenda Item: 3**  
**Meeting Date: 4/15/14**

<b>Applicant</b> Andrew and Susie Pryfogle	<b>Project Location</b> 455 West Napa Street
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**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)

**Request**

Design and sign review for a mobile food trolley (Tips Tri-Tip).

**Summary**

*Background:* On March 13, 2014, the Planning Commission approved a Temporary Use Permit allowing the applicant to locate and operate a mobile food trolley (Tips Tri-Tip) on the property. DRHPC related conditions of approval are as follows (see attached Conditions of Approval):

- The three new parking spaces west of the trolley shall be identified by signage or alternative means, subject to review and approval by the DRHPC, but shall not be permanently painted/striped. The spaces shall not be used when the scooter shop and coffee service are operating.
- The project shall be subject to the review and approval of the DRHPC. This review shall encompass all signs, exterior trolley colors/graphics, landscape planter, and trash receptacles.

*Design Review:* The applicant is proposing to operate a mobile food trolley in front of the existing building on the site. The mobile food trolley would consist of a re-configured trolley painted fire-engine red with white and black trim. In addition, the applicants are proposing to block the northeast driveway during the mobile food trolley business hours with three wine barrels (see attached picture). A single 6-foot fold-out picnic table would be placed near the mobile food trolley. Four 12-volt, 55-watt halogen flood lights are proposed to be placed at each of the four top corners of the trolley. Finally, two Rubbermaid commercial trash containers are proposed near the mobile food trolley. It should be noted that the mobile food trolley, wine barrels, picnic table, and garbage containers will only be displayed during mobile food trolley business hours.

“Word cloud”: The applicants are proposing a “word cloud” design that would wrap the trolley. The words would include the names of individuals and businesses that supported the funding of the trolley and build-out. Other words that describe the menu, family names, and the city name would be contained within the white stripe frame on each side of the trolley.

Accessory structures on commercial use properties that are in public view are subject to architectural review in order to assure that the structure complies with the following: (1) the required standards, design guidelines, and ordinances of the city; (2) minimize potential adverse effects on surrounding properties and the environment; (3) implement General Plan policies regarding community design; and, (4) promote the general health, safety, welfare, and economy of the residents of the City. (§19.54.080.A).

*Findings for Project Approval:* In order to approve any application for site design and architectural review, the DRHPC must make the following findings:

- a. The project complies with applicable policies and regulations, as set forth in this development code (except for approved variances and exceptions), other city ordinances, and the general plan;
- b. On balance, the project is consistent with the intent of applicable design guidelines set forth in this development code; and
- c. The project responds appropriately to the context of adjacent development, as well as existing site conditions and environmental features.

The applicant is proposing to display twenty-one wall signs on the mobile food trolley. The following is a list of proposed wall signs for the mobile food trolley:

- 1 each: Tips Tri-Tip (48 square feet in area), copy on the sign would consist of black text on a white background.
- 1 each: Tri-Tip (10.2 square feet in area), copy on the sign would consist of white text.

- 1 each: Trolley (14.7 square feet in area), copy on the sign would consist of white text.
- 2 each: Tipstritip.com (1 square foot in area), copy on the sign would consist of red and black text on a white background.
- 2 each: Book Now (1 square foot in area), copy on the sign would consist of black text on a white background.
- 2 each: (707) 509-0078 (0.8 square feet in area), copy on the sign would consist of black text on a white background.
- 2 each: #Tritiptrolley (1 square foot in area), copy on the sign would consist of red and black text on a white background.
- 1 each: menu sign (3.75 square feet in area), copy on the sign would consist of black text on a white background.
- 1 each: Book Now (5.4 square feet in area), copy of the sign would consist of white text.
- 1 each: "Sando Up!" (74.44 square feet in area), copy on the sign would consist of white text.
- 1 each: Tips cow (30.6 square feet in area), the drawing of the cow would consist of black, brow, gold, and pink colors.
- 2 each: (707) 509-0078 (1.33 square feet in area), copy on the sign would consist of white text.
- 1 each: Liscense (2.3 square feet in area), copy on the sign would consist of white text.
- 1 each: Tips logo (3.3 square feet in area), copy on the sign would consist of white text.
- 1 each: Tipstritip.com (1 square foot in area), copy on the sign would consist of white text.
- 1 each: Tips cow (face) (38.2 square feet in area) the drawing of the cow would consist of black, brow, gold, and pink colors

*Wall Sign Regulations (§18.20.018):* The maximum size for a wall sign is 48 square feet. The "Sando Up!" sign does not comply with this requirement. The applicants are requesting a variance from this standard.

In addition, the applicant is proposing to display three five-foot tall portable freestanding signs to identify the temporary parking spaces in conjunction with the mobile food trolley.

*Portable Freestanding Sign Regulations (§18.20.014):* It is the intent of this section to minimize the use of portable freestanding signs in order to minimize visual clutter and conflicts on sidewalks and to ensure that when portable freestanding signs are allowed that they are harmonious with their surroundings and distinctive in their design and creativity. Portable freestanding signs shall be allowed only when approved by the planning director or his or her designee upon a finding that special circumstances exist regarding the applicant's business location that requires a freestanding portable sign. Examples of such special circumstances include, but are not limited to: (1) the business is not visible from the street on which it lies; (2) options for permanent signs have been exhausted; or, (3) some other valid physical justification. Portable freestanding signs shall be designed so as to be compatible with the architecture of the building in which the applicant's business is located and compatible with other buildings on the same block and in the same vicinity as the applicant's business. Generic design, signs having an A-frame design, prefabricated signs, and plastic materials shall be discouraged and shall be subject to DRC review. If the lineal feet of street frontage at the location at which an applicant desires to place a portable freestanding sign is less than 40 feet, the maximum allowable size of a freestanding shall be five square feet. The freestanding sign shall not exceed a maximum width of 24 inches and a maximum height of 48 inches. The lineal feet of the trolley is 8 feet 3 inches. The sign does not comply with the requirements to be approved administratively in that it would exceed the maximum allowable height of a freestanding sign (4 feet) by one foot. The sign would not impinge upon pedestrian traffic because it would not be located on the sidewalk. In review of the application, the primary issues that the DRHPC should consider is whether site conditions and the current business visibility justify use of a portable freestanding sign, the width of the sign, and the size of the sign. It should be noted that the Planning Commission approval contained a specific requirement to provide temporary signs to identify the parking associated with the trolley.

*Number of Signs:* A maximum of two signs are permitted for any one business (§18.16.010). The proposal is not consistent with this requirement in that there would be twenty-one signs for the property.

*Aggregate Sign Area:* Based on the property's frontage on West Napa Street (8 feet, 3 inches), the maximum aggregate sign area allowed for the parcel is 5 square feet. The total aggregate sign area for the property would be ±242.2 square feet. The applicant is requesting a variance from this standard.

*Variance Findings:* As noted above, the proposal would exceed the number of signs allowed for a business, exceed the maximum size for a wall sign, and exceed the maximum aggregate sign area for the property. The DRC may grant variances from the provisions of the sign ordinance provided that the findings below can be made.

1. Exceptional or extraordinary circumstances or conditions, not resulting from any act of the owner or applicant, apply to the location under consideration and not generally to other businesses or properties in the vicinity.
2. Strict adherence to a regulation may cause unnecessary hardship or prohibit the exercise of creative design, and the application submitted is extraordinary and outstanding in design;
3. The exception is the minimum necessary to serve its intended use;
4. The exception is in conformance with the purpose and intent of this title;

5. The granting of the variance will not be detrimental to the public interest or welfare, or injurious to properties or improvements in the vicinity.

**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 2013 California Building Code and where required by the 2013 California Building Code, shall obtain a building permit prior to installation.

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## Commission Discussion

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### Design Review and Historic Preservation Commission Action

Approved       Disapproved       Referred to: \_\_\_\_\_       Continued to: \_\_\_\_\_

Roll Call Vote:    \_\_\_\_\_ Aye    \_\_\_\_\_ Nay    \_\_\_\_\_ Abstain    \_\_\_\_\_ Absent

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### DRHPC Conditions or Modifications

Attachments

1. *Project narrative*
2. *Site plan*
3. *Trolley elevations*
4. *Planning Commission Conditions of Approval*

cc:      Andrew and Susie Pryfogle  
         P.O. Box 1569  
         Glen Ellen, CA 95442-1569

Innovative Properties & Development, LLC.  
Attn: Dave Mendrin  
4770 West Jennifer Avenue  
Fresno, CA 93722-6407



**City of Sonoma, California**  
Design Review Commission  
Application  
April 15, 2014

## **Executive Summary**

TIPS Tri-Tip, a Sonoma based, family-owned business just received approval from the Sonoma Planning Commission for a conditional use permit to operate a mobile food trolley at the location detailed below. As a condition of this approval, TIPS is submitting a comprehensive application to the Design Review Commission.

TIPS has acquired a 30' Trolley and is in the process of converting it into a certified mobile kitchen and food truck. TIPS has received conditional approval to locate and operate the trolley at one location within Sonoma city limits as listed below.

**Cafe Scooteria**  
455 W. Napa Street  
Sonoma, CA 95476  
Owner: Nick Grimm  
(707) 938-0800

## **Trolley Description & Vision**

The Tri Tip Trolley is fire-engine red with white and black trim. It is 30' long, bumper to bumper, 12.5' to its highest point, and 8' wide. There are 8 windows on the passenger side, and 10 windows on the driver's side. There is a single double door for the primary entrance, along with a large emergency door on the rear passenger side of the trolley.

The graphical design for the trolley is inspired by our logo. (Shown at top of this page.) Our company "mascot" is "Tippy the Cow". We intend to place Tippy on the trolley in several places as the mock-ups indicate.

This project has been an enormous community effort. Part of that has been a successful Kickstarter campaign that allowed for Sonoma residents, friends and family to participate in the trolley launch. In recognition of the effort of so many, we are also incorporating a subtle "word cloud" into the trolley design that will feature the names of our most committed supporters. The mock-ups depict where the word cloud will be and the coloring. Note that the word cloud will be "tone on tone" and only legible if you are standing immediately in front of the trolley. It will be contained within the white striped frame on each side of the trolley.

As a mobile food trolley, much of our business is dependent on catering and other private events. It is imperative that prospective clients can see our business name, phone number, website and social media info while we are mobile. The mock-ups depict exactly where this contact information would be placed. All graphics/signage on the trolley will be applied as a commercial vinyl wrap.

## The TIPS Tri-Tip Story

TIPS Tri-Tip is a family owned business that started five years ago in San Ramon, CA. Andrew always loved cooking and his wife Susie loves to entertain. When Andrew suddenly lost his tech job in the summer of 2008, he found himself unemployed and searching for what was next. It was then that he got the crazy idea of opening a food booth at a local street fair and seeing if they could turn a profit by selling their Tri-Tip sandwich. As rookies to the food business, they lost their shirts, and at the worst possible time. However, they saw the line of people and heard what they thought of the sandwich and saw them leave and bring friends back....instinctively, they knew they were on to something.

Fast forward to June, 2009. Andrew & Susie were strolling in downtown St. Helena during a new event called CHEERS! St. Helena. It was a lovely evening tasting great wine with over 40 wineries pouring, but they noted there were no food options for all the attendees other than the crowded restaurants. Andrew approached the event organizer and offered to come to the next event and set up on a side street and grill tri-tip sandwiches. "You'd do that?", responded the organizer. And away they went.

That first CHEERS! St. Helena event they did, they turned a profit...just barely. And then they kept doing them and kept getting smarter and learning from their mistakes. By the end of that first season, they were serving 250 sandwiches in about 3 hours and had begun to build a "cult" following in the Napa valley. They just recently completed their 5th season with CHEERS! St. Helena.

In January, Andrew & Susie moved from San Ramon, CA to Glen Ellen. Andrew works full-time as a Senior Vice President for Petaluma-based Intelisys, a company founded by Sonoma resident, Rick Dellar. He reports to the president of the company and Sonoma resident, Jay Bradley. They can't believe how lucky they are to be living in the Sonoma Valley...they pinch themselves every day!

As new residents, they were eager to give back to their community. Their neighbor, Holly Bennett, a realtor with Sotheby's in Sonoma, told them about Sonoma's awesome farmer's market on Tuesday nights...it sounded like a perfect fit for them. They applied with Valley of the Moon Certified Farmer's Market and were approved. TIPS just completed their first season at the farmer's market, serving a growing base of Sonoma fans 26 Tuesday's in a row.

TIPS success at the VOMCFM Tuesday farmer's markets has helped TIPS build a brand and following in Sonoma. They are excited about taking the business to a whole new level with the TIPS Tri-Tip Trolley!

## Site Plan

### Location: Cafe Scooteria

Cafe Scooteria  
455 W. Napa Street  
Sonoma, CA 95476  
Owner: Nick Grimm

- **Site Description** - Cafe Scooteria has become a very hip and unique location for Italian coffee and vintage scooters. They have a vibrant business serving espresso drinks to Sonoma residents. Their current hours of operation are from 5:00 AM to 5:00 PM, Monday through Friday, and 5:00 AM to 1:00 PM on Saturdays and Sundays.
- **Projected Use** - TIPS Tri-Tip Trolley will be parked here and open for service following the close each day of the Scooteria. We intend to be open evenings, from 5:00 PM to 10:00 PM. It is currently planned to operate Thursday through Sunday at this site, although that may be expanded to other evenings as demand dictates. Location of the trolley is depicted in the attached site plan which has been approved by the planning commission.
- **Parking & Traffic Overview**
  - **Trolley Placement:** As depicted in the drawing, the trolley will be oriented north/south, extending out from the front of the northwest corner of the building. This placement will create a barrier between the parking area and service area for the trolley.
  - **Parking:** During trolley hours, there will be 7 total, regulation sized parking spots, including 1 handicap spot. The attached drawing depicts each spot. All existing spots will be repainted. There is existing striping that designates 2 drive-through lanes for the Scooteria's coffee business. To avoid confusion, the 3 new parking spots immediately to the west of the trolley will not be striped, but will be designated using 3 portable parking signs that will be removed at the end of each service. Those signs are pictured below.
  - **Employee Parking:** Employees will be instructed to park in approved spots at the Exchange Bank lot adjacent to the Cafe Scooteria property.
  - **Traffic Flow:** During trolley service hours, the northeast driveway will be blocked from any auto traffic, requiring customers to park in a designated spot on the west side of the property. Attractive wooden wine barrels will be used to block this driveway and will be removed at the end of each evening service. Blocking this driveway will significantly improve customer safety. (Note pic of wine barrels below.)
  - **Overnight Parking:** As requested by the planning commission, the Trolley will be parked offsite at the close of each evening.
- **Lighting**
  - Existing lighting is attached to the building and already sufficiently illuminates both parking and service areas during evening hours, but without polluting into other neighboring properties.
  - Additional exterior lighting will be attached to the Trolley as outlined below.
- **Other Considerations**
  - There is a bathroom onsite that will be available to workers and customers.
  - There will be (2) garbage cans available for customers. Pictures below.
  - **Customer Seating:** The planning commission has approved seating for up to 6 customers at a single picnic table as depicted in the drawing. At a standard ratio of 1 spot for every 4 customers eating onsite, and with 7 total spots available, having up to 6 customers sitting down to eat should have minimal impact. (Note the pic of the picnic table below.)

(3) Wine barrels will be used to block the Northeast driveway during service hours.



A single 6' fold-up picnic table with seating for 6 will be in use during service hours. It will be removed after close. (Note that limited seating has been approved by the planning commission.) 3 signs similar to this will be used to designate 3 parking spots west of the trolley.



4'



- (4) of these will be placed at each of the 4 top corners of the Trolley.  
2 will be on the service side pointing towards customers.  
2 will be on the parking side pointing towards cars

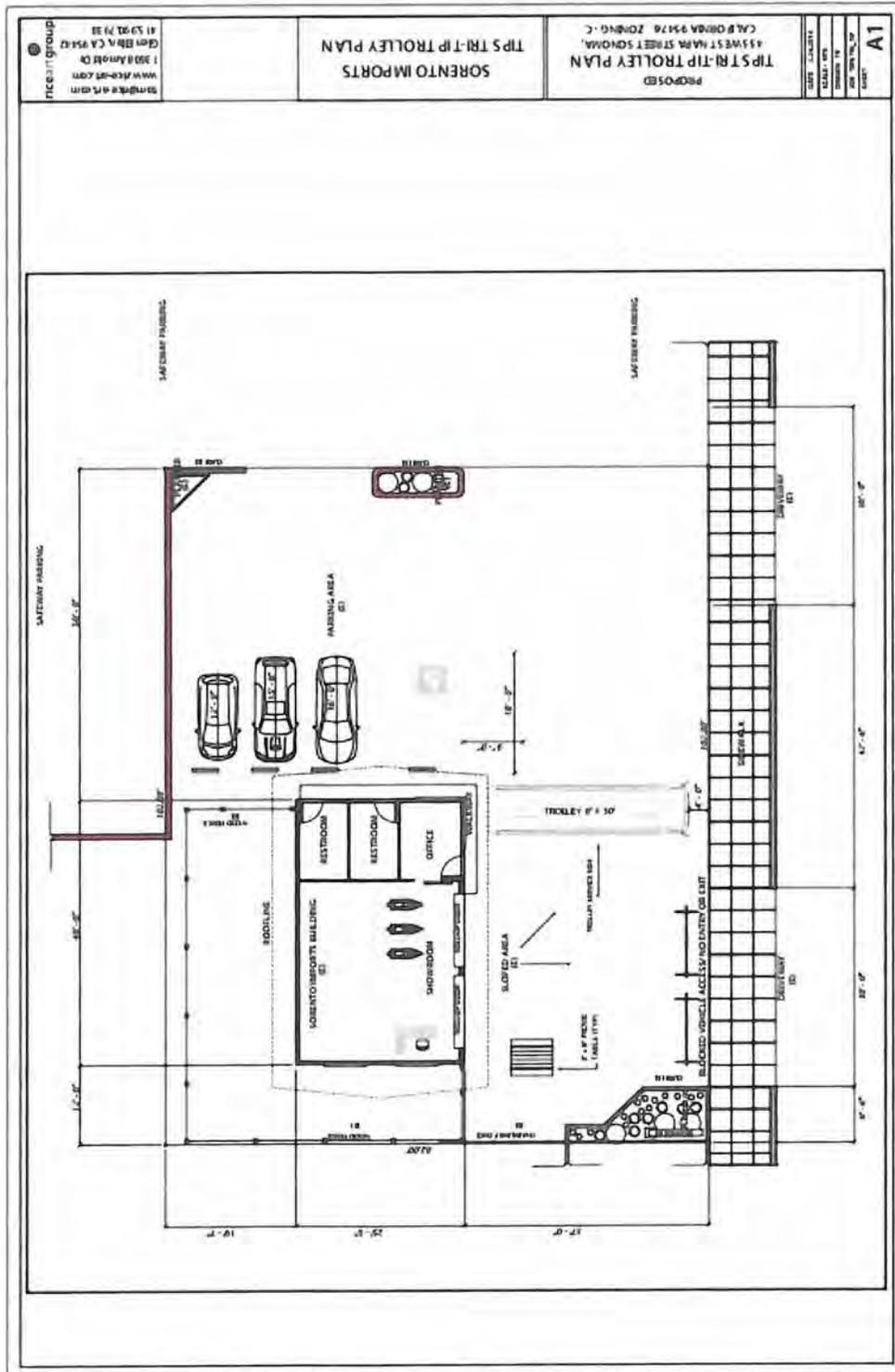


12 volt, 55 watt Halogen Flood light 4.3"x7.3"

Rubbermaid Commercial Products BRUTE 44 gal. Trash Containers







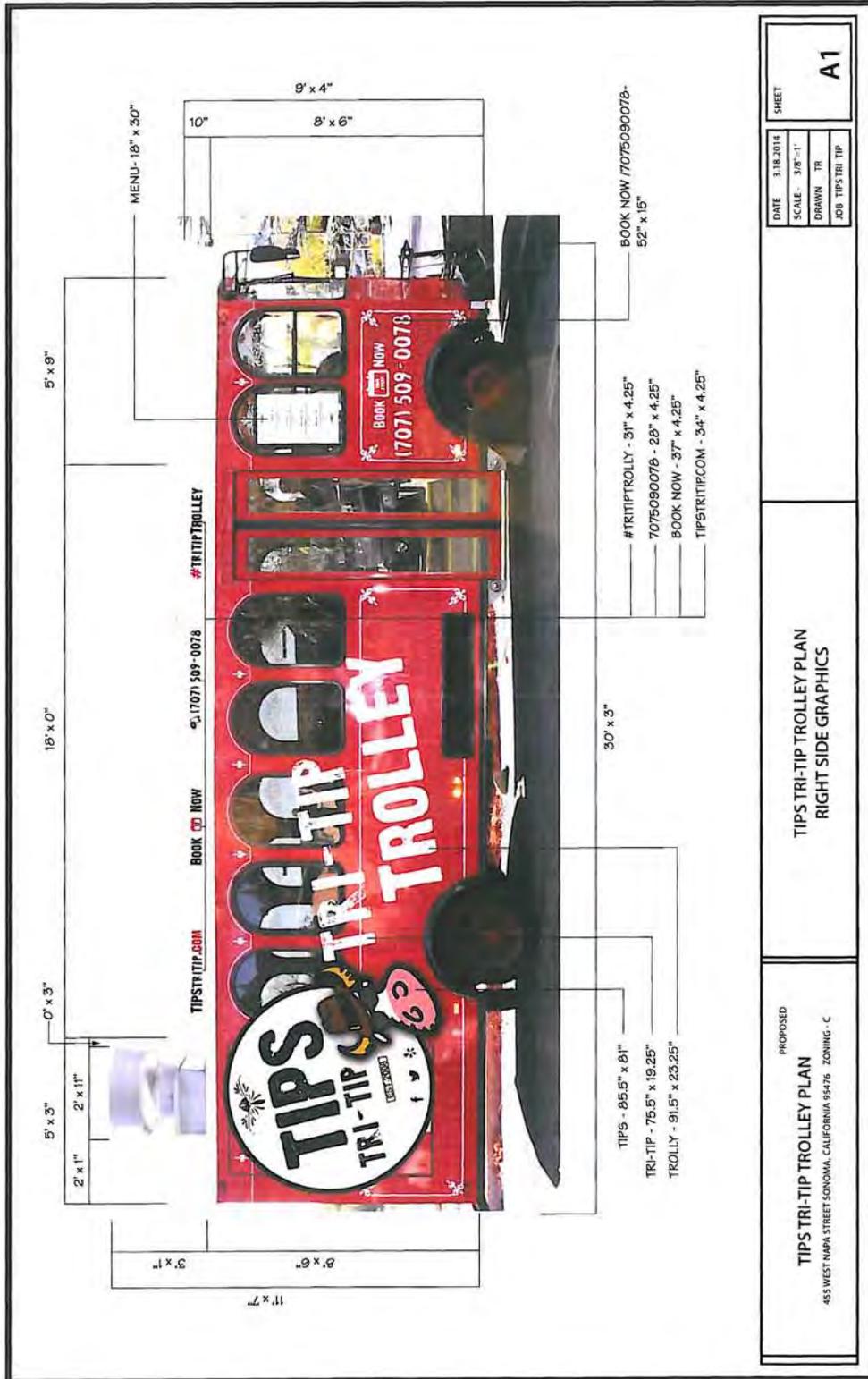
PROJECT: TP5 TRI-TIP TROLLEY PLAN  
 455 WEST MARA STREET SONOMA, CALIFORNIA 94976 ZONING: C  
 PREPARED BY: [unreadable]  
 DATE: [unreadable]  
 DRAWN BY: [unreadable]  
 CHECKED BY: [unreadable]  
 SCALE: [unreadable]

**SORENTO IMPORTS**  
 TP5 TRI-TIP TROLLEY PLAN

508 BIRCH AVE. SONOMA, CA 94965  
 WWW.SORENTO.COM  
 1 800 888-0818  
 415 921 7938

A1

APR 10 2016

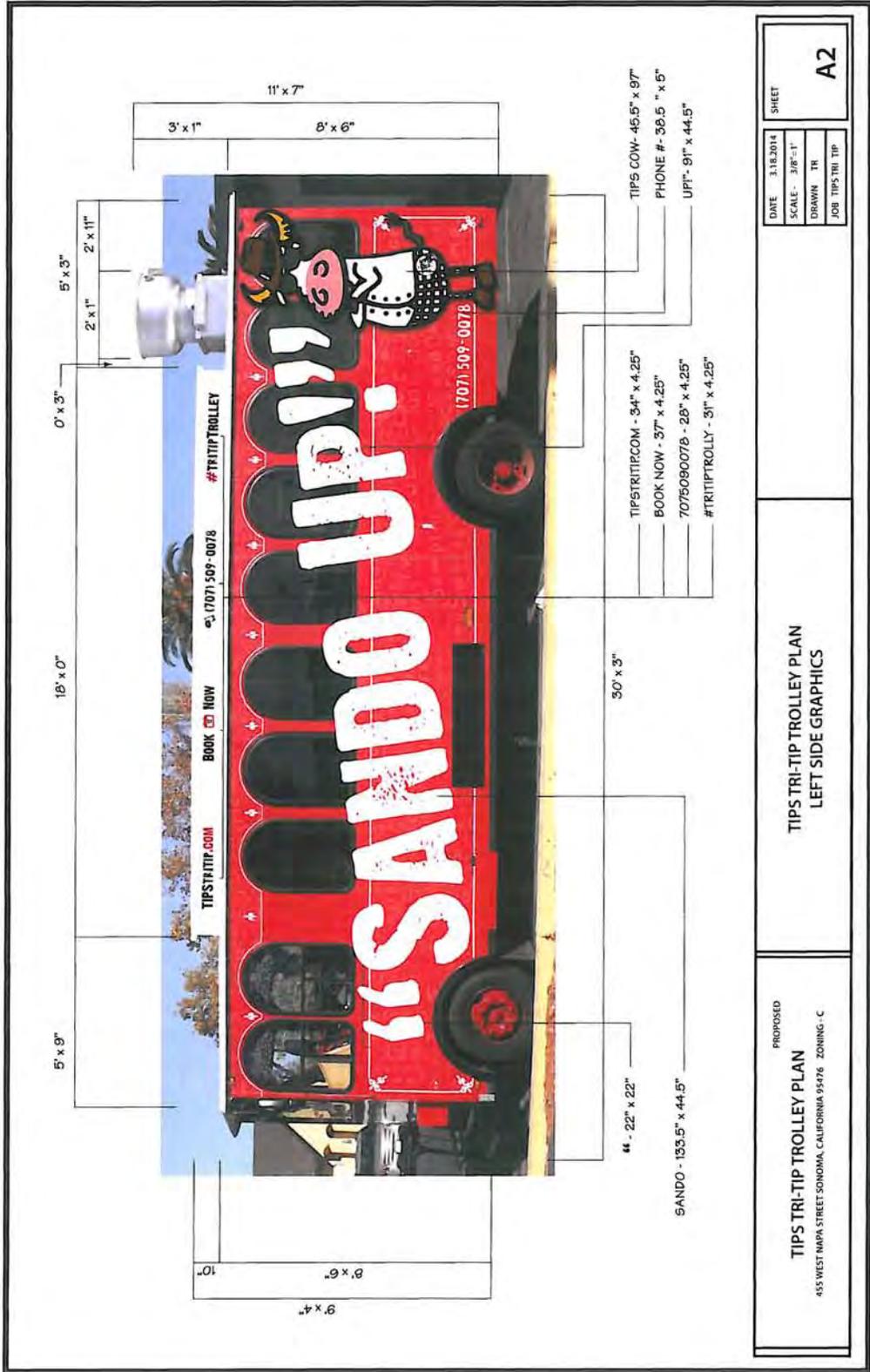


DATE	3/18/2014	SHEET	<b>A1</b>
SCALE	3/8" = 1'		
DRAWN	TR		
JOB	TIPS TRI TIP		

**TIPS TRI-TIP TROLLEY PLAN  
RIGHT SIDE GRAPHICS**

PROPOSED  
**TIPS TRI-TIP TROLLEY PLAN**  
455 WEST MAPA STREET SONOMA, CALIFORNIA 95476 ZONING - C

APR 10 2014

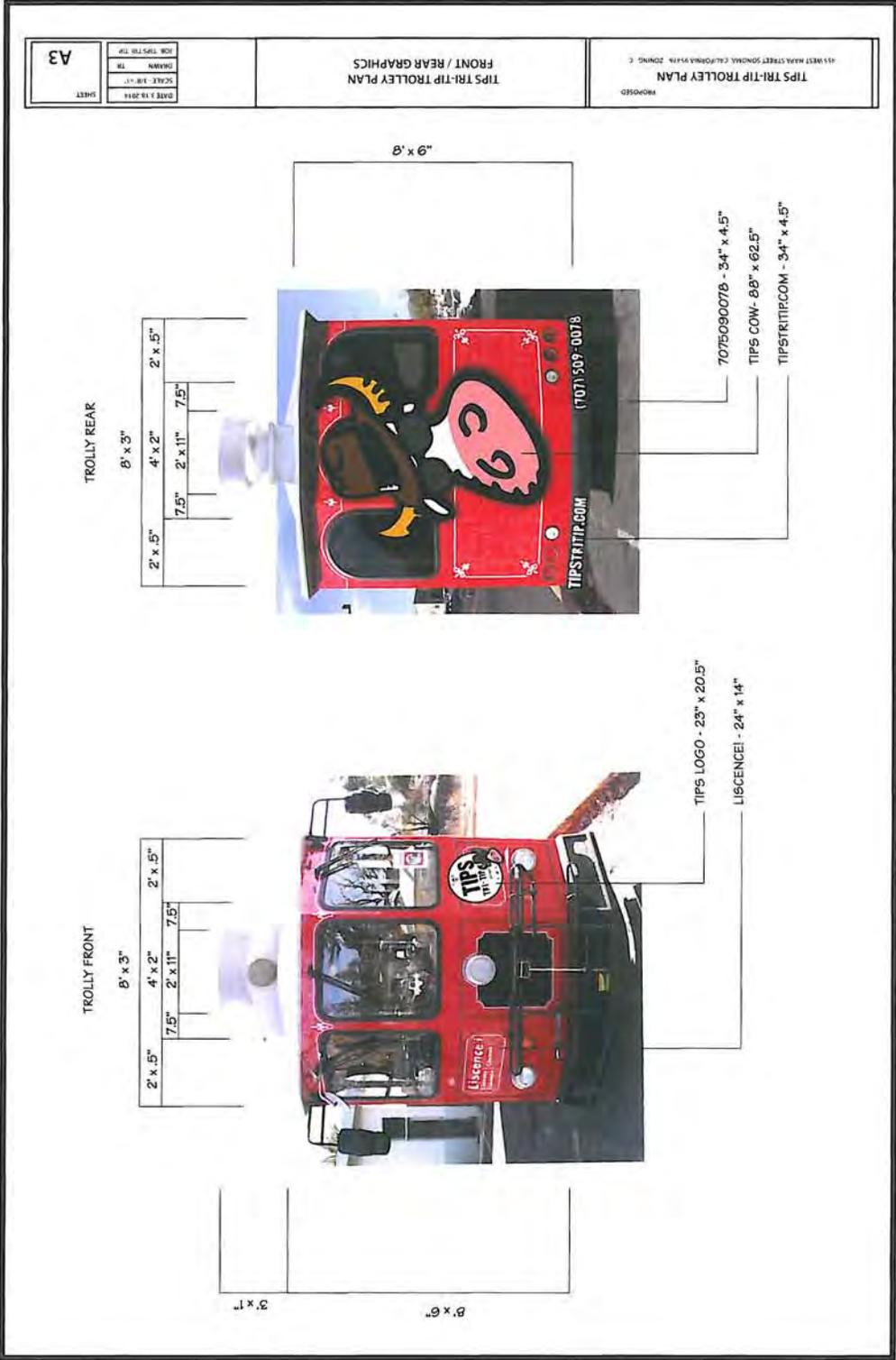


DATE	3.18.2014	SHEET	A2
SCALE	3/8"=1'		
DRAWN	TR		
JOB	TIPS TRI TIP		

TIPS TRI-TIP TROLLEY PLAN  
LEFT SIDE GRAPHICS

PROPOSED  
TIPS TRI-TIP TROLLEY PLAN  
455 WEST MAPA STREET SONOMA, CALIFORNIA 95476 ZONING - C

APR 6 1 9 2014



1.10.14











APR 10 2014



PROPOSED <b>TIPS TRI-TIP TROLLEY PLAN</b> 455 WEST NAPA STREET SONOMA, CALIFORNIA 95476 ZONING - C	<b>TIPS TRI-TIP TROLLEY PLAN #2</b> <b>RIGHT SIDE GRAPHICS</b>	DATE 3.31.2014	SHEET
		SCALE - 3/8"=1'	A1
DRAWN TR			
JOB TIPSTRIP_TIP			



PROPOSED  
**TIPS TRI-TIP TROLLEY PLAN**  
 455 WEST NAPA STREET SONOMA, CALIFORNIA 95476 ZONING - C

**TIPS TRI-TIP TROLLEY PLAN #2**  
**LEFT SIDE GRAPHICS**

DATE	3.31.2014	SHEET  <b>A2</b>
SCALE	3/8"=1'	
DRAWN	TR	
JOB	TIPS TRI_TIP	

APR 10 2014

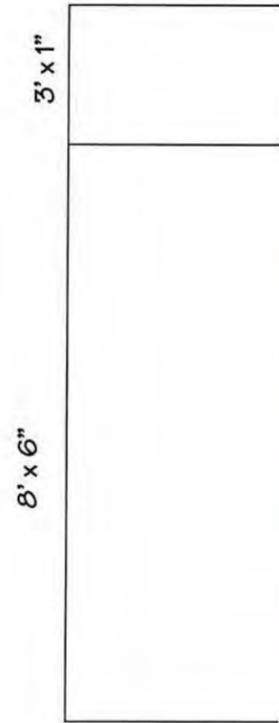
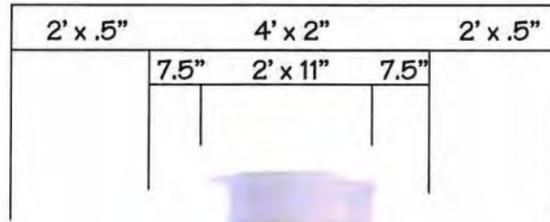


PROPOSED <b>TIPS TRI-TIP TROLLEY PLAN</b> 455 WEST NAPA STREET SONOMA, CALIFORNIA 95476 ZONING - C	<b>TIPS TRI-TIP TROLLEY PLAN #2.5</b> LEFT SIDE GRAPHICS	DATE 3.31.2014	SHEET
		SCALE - 3/8"=1'	<b>A2.5</b>
DRAWN TR			
JOB TIPS TRI_TIP			

APR 10 2014

TROLLEY FRONT

8' x 3"

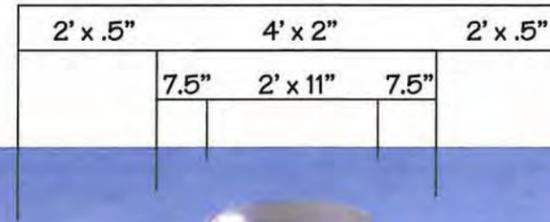


TIPS LOGO - 12" x 12"

LISCENCE! - 24" x 14"

TROLLEY REAR

8' x 3"



7075090078 - 34" x 4.5"

TIPS COW- 22" x 24.5"

TIPSTRITIP.COM - 34" x 4.5"

<p>PROPOSED  <b>TIPS TRI-TIP TROLLEY PLAN</b>                  455 WEST NAPA STREET SONOMA, CALIFORNIA 95476 ZONING - C</p>	<p><b>TIPS TRI-TIP TROLLEY PLAN #2</b>                  FRONT / REAR GRAPHICS</p>	<table border="1"> <tr> <td>DATE</td> <td>3.31.2014</td> </tr> <tr> <td>SCALE</td> <td>3/8"=1'</td> </tr> <tr> <td>DRAWN</td> <td>TR</td> </tr> <tr> <td>JOB</td> <td>TIPS TRI_TIP</td> </tr> </table>	DATE	3.31.2014	SCALE	3/8"=1'	DRAWN	TR	JOB	TIPS TRI_TIP	<p>SHEET</p> <p style="font-size: 2em; text-align: center;"><b>A3</b></p>
DATE	3.31.2014										
SCALE	3/8"=1'										
DRAWN	TR										
JOB	TIPS TRI_TIP										



*City of Sonoma*  
***Design Review and Historic  
Preservation Commission***  
**Agenda Item Summary**

**DRHPC Agenda Item: 4**  
**Meeting Date: 04/15/14**

<b>Applicant</b>	<b>Project Location</b>
Robert Duer	303 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: (circa 1966)

**Request**

Consideration of new paint colors for a commercial property (Pharmaca).

**Summary**

**Design Review:** A color scheme has been put forward for the Design Review and Historic Preservation Commission's (DRHPC) consideration. The building walls are proposed to be painted Benjamin Moore Roxbury caramel (HC-42) and the top trim around the front and upper left side of the building is not proposed to be changed and will continue to be painted Benjamin Moore oxford brown (417). Color samples are attached and a color board will be presented by the applicant at the upcoming DRHPC meeting. Staff would note that this application was submitted in response to a code enforcement action.

**Findings for Project Approval:** For projects within the Historic Overlay zone or a Local Historic District and projects involving historically significant resources, the DRHPC 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.
4. The project will not impair the historic character of its surroundings.
5. The project substantially preserves the qualities of any significant historic structures or other significant historic features on the site.
6. The project substantially complies with the applicable guidelines set forth in Chapter 19.42 (Historic preservation and infill in the Historic Zone).
7. The project substantially complies with any applicable preservation plan or other guidelines or requirements pertaining to a local historic district as designated through section 19.42.020.
8. The project substantially complies with the applicable Secretary of Interior Standards and Guidelines for the Treatment of Historic Properties.

**Commission Discussion**

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**Design Review and Historic Preservation Commission Action**

Approved     Disapproved     Referred to: \_\_\_\_\_     Continued to: \_\_\_\_\_

Roll Call Vote: \_\_\_\_\_ Aye    \_\_\_\_\_ Nay    \_\_\_\_\_ Abstain    \_\_\_\_\_ Absent

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**DRHPC Conditions or Modifications**

Attachments

1. *Project narrative.*
2. *Paint color samples.*
3. *Site plan*

cc:     Robert Duer  
       637 Benbow Court  
       Davis, CA 95618

Mary Martinez  
P.O. Box 534  
Sonoma, CA 95476

Patricia Cullinan, via email

Yvonne Bowers, via email

RECEIVED

MAR 12, 2014

CITY OF SONOMA

City of Sonoma  
Planning Department  
No. 1 The Plaza  
Sonoma, CA 95476

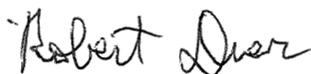
3/8/14

The following is a Project Narrative for the painting of 303 W. Napa St. in Sonoma.

Enclosed is a check for \$200 for an application to paint the exterior of the building on 303 W. Napa St. Also enclosed is 10 copies of the elevation drawing for the building with distances to other structures. There is also 10 color samples and 2 large color samples of the base color that will be used for all but the trim of the building, (Benjamin Moore Roxbury Caramel HC-42) and the top trim around the front and upper left side of the building (Just used on gutters and wood behind gutters) will be in Oxford Brown 417 from Kelly Moore. (2 large samples enclosed).

Enclosed are also examples of the current (Old) base color which is Benjamin Moore HC-80 and the trim is going to remain the same as current (Old) trim, Oxford Brown 417 Kelly Moore.

Thank you and if any questions please give me a call.



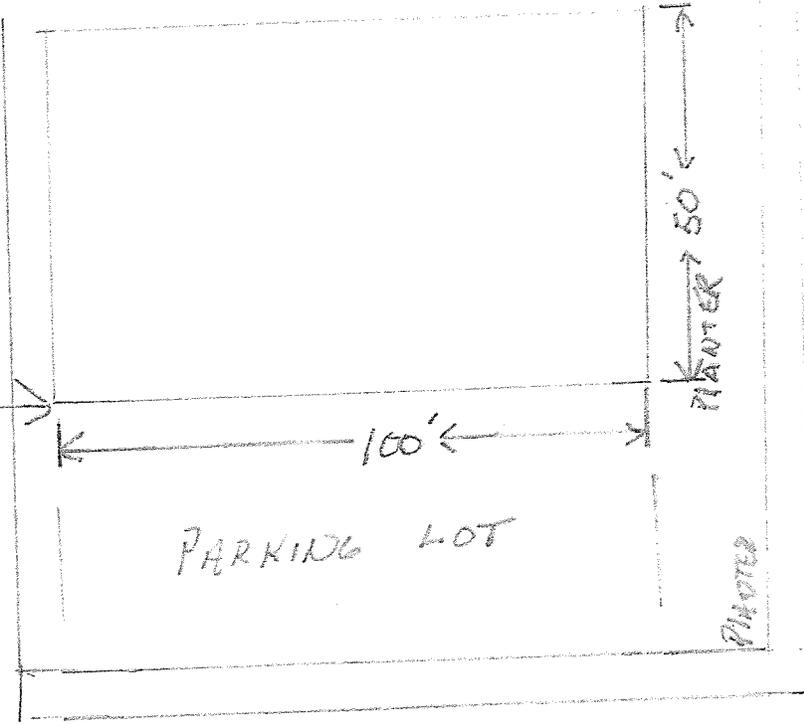
Robert Duer  
637 Benbow Ct.  
Davis, CA 95618  
530-304-9436

PHARMICA 303 WEST NAPA ST

ADJACENT PROPERTY OFFICES

Alley

40'



VACANT LOT

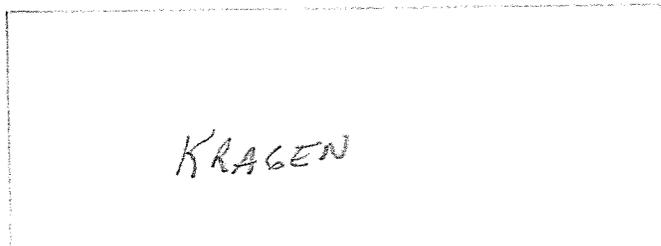
PARKING LOT

PARKING 50'

PARKING

3RD ST. WEST

NAPA ST. WEST



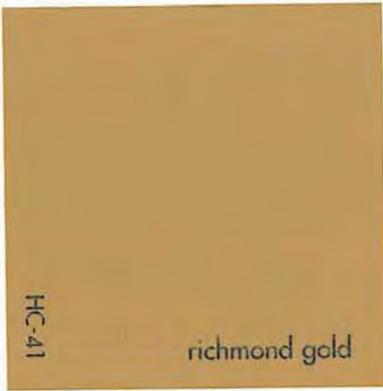
KRAGEN

ST. FRANCIS SOLANO Church



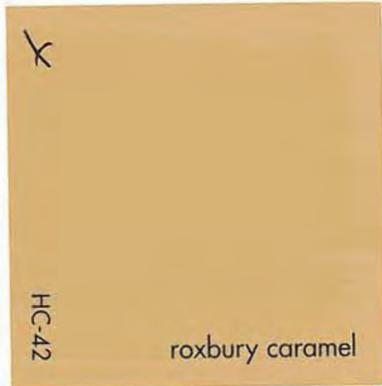
HC-40

greenfield pumpkin



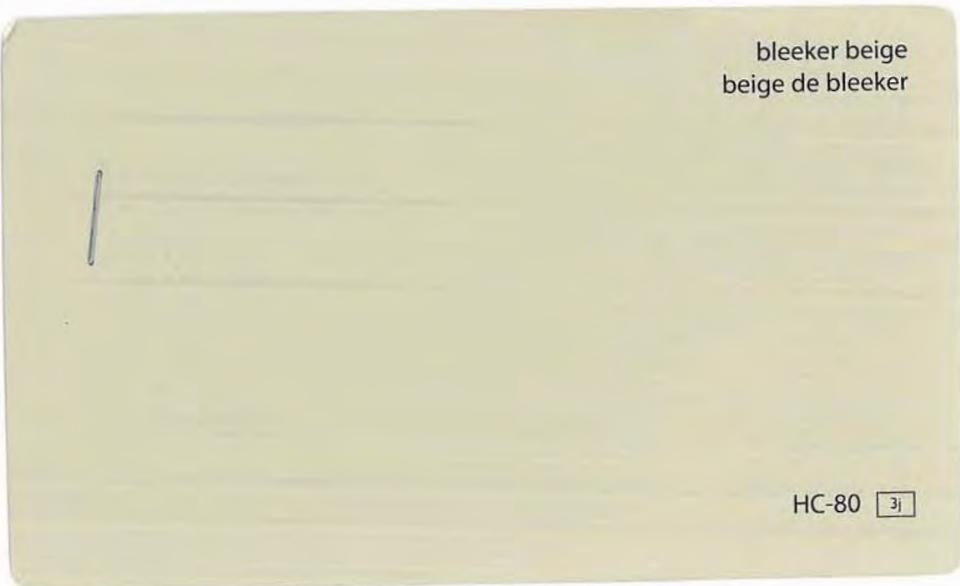
HC-41

richmond gold



HC-42

roxbury caramel



bleeker beige  
beige de bleeker

HC-80 31



**City of Sonoma**  
**Design Review and Historic**  
**Preservation Commission**  
**Agenda Item Summary**

**DRHPC Agenda Item: 5**  
**Meeting Date: 04/15/14**

<b>Applicant</b> Niles Company (Ken Niles)	<b>Project Location</b> 19101-19245 Sonoma Highway
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**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: 1988

**Request**

Consideration of new roof material for a shopping center (Maxwell Village Shopping Center).

**Summary**

**Design Review:** The applicant is proposing to replace the existing wood cedar shingles on all the buildings within the Maxwell Village Shopping Center. A new roof material is proposed in the form of Timberline HD roofing shingles, hunter green in color. Color photo simulations of the proposed shingles are attached.

**Findings for Project Approval:** In order to approve any application for site design and architectural review, the DRHPC must make the following findings:

- a. The project complies with applicable policies and regulations, as set forth in this development code (except for approved variances and exceptions), other city ordinances, and the general plan;
- b. On balance, the project is consistent with the intent of applicable design guidelines set forth in this development code; and
- c. The project responds appropriately to the context of adjacent development, as well as existing site conditions and environmental features.

**Commission Discussion**

**Design Review and Historic Preservation Commission Action**

Approved     Disapproved     Referred to: \_\_\_\_\_     Continued to: \_\_\_\_\_

Roll Call Vote: \_\_\_\_\_ Aye    \_\_\_\_\_ Nay    \_\_\_\_\_ Abstain    \_\_\_\_\_ Absent

**DRHPC Conditions or Modifications**

Attachments

1. *Project narrative.*
2. *Photo simulations of proposed shingles*
3. *Site plan*
4. *Elevations*

cc: Niles Company  
Attn: Ken Niles  
P.O. Box 298  
Sonoma, CA 95476

**NILES COMPANY**

*REAL ESTATE*

P.O. Box 298  
Sonoma, California 95476  
(707) 938-5616

RECEIVED

MAR 13 2014

CITY OF SONOMA

March 13, 2014

Property Address: 19101 – 19245 Sonoma Highway  
Maxwell Village Shopping Center

To Whom It May Concern;

The Niles Company, owner of the Maxwell Village Shopping Center intends to replace the wood cedar shingles on all buildings within the shopping center. These wood cedar shingles were originally installed when the property was constructed in approximately 1988-89. The viability and life expectancy of the shingles has been surpassed. In addition these shingles do not offer any level of fire protection.

We propose using an industry standard product, Timberline HD in Hunter Green. This product has a Class "A" Fire Rating and a lifetime warrantee. We believe the new roof will blend nicely with the surrounding area. It will give the shopping center a fresh new appeal but it will retain a consistent and architecturally pleasing appearance as was intended when Maxwell Village Shopping Center was originally built.

The aesthetics of this project are in line with the City of Sonoma's Development Code, City ordinances and the General Plan. This project does not conflict with the adjacent developments in the area and is not a property of Historical Significance.

Thank you in advance for your time.

Cordially,



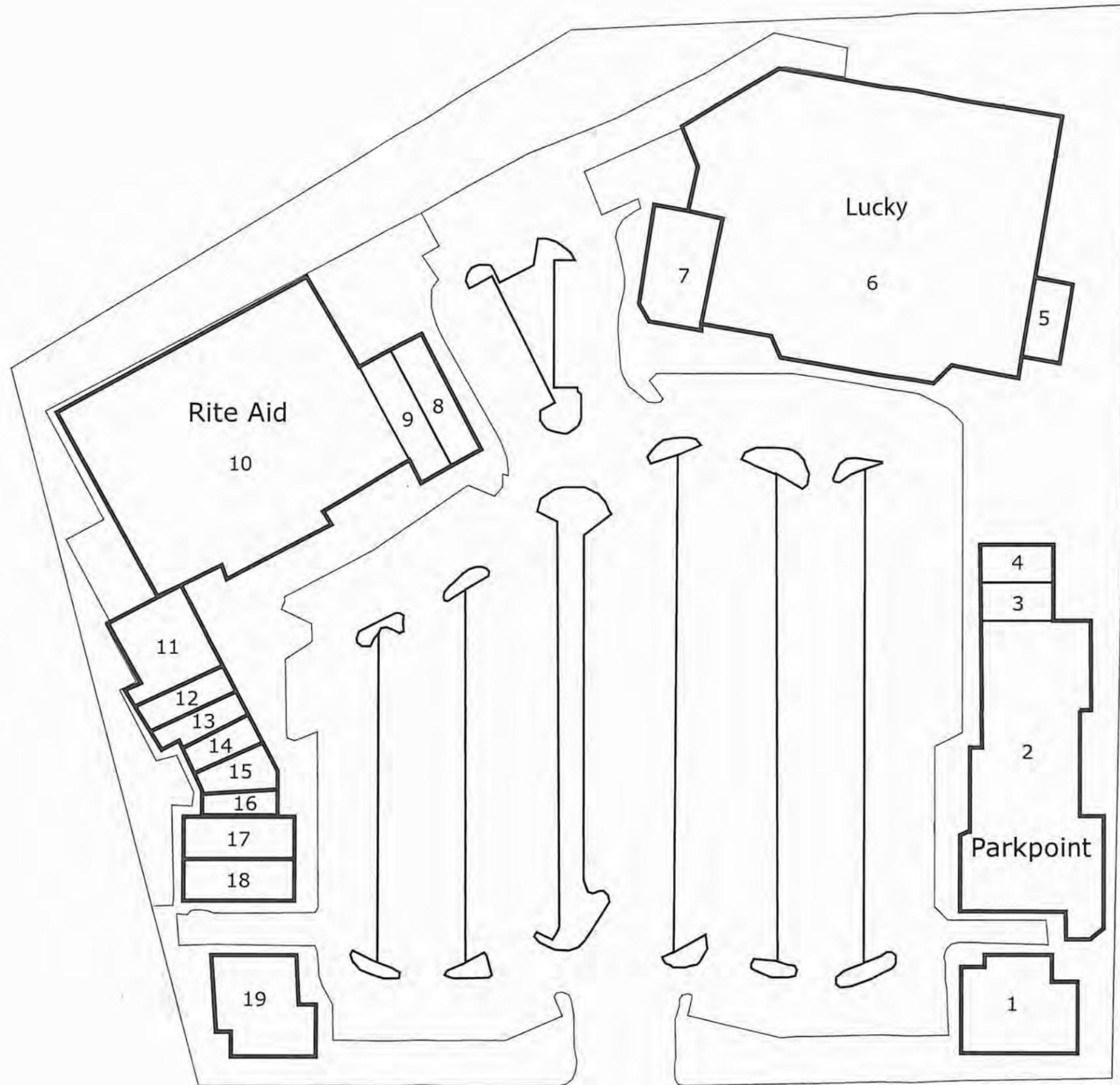
Tina Luther  
Property Manager



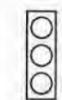


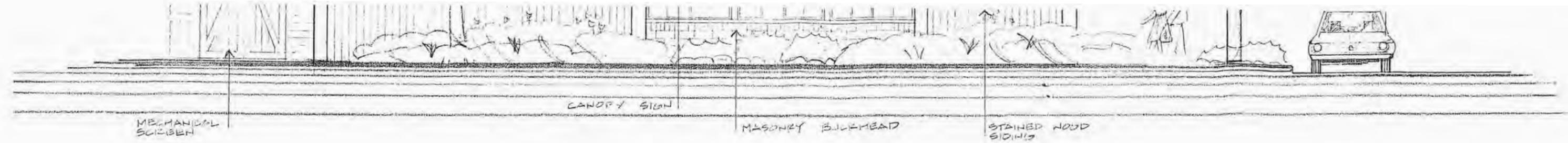


Maxwell Village  
Sonoma, CA



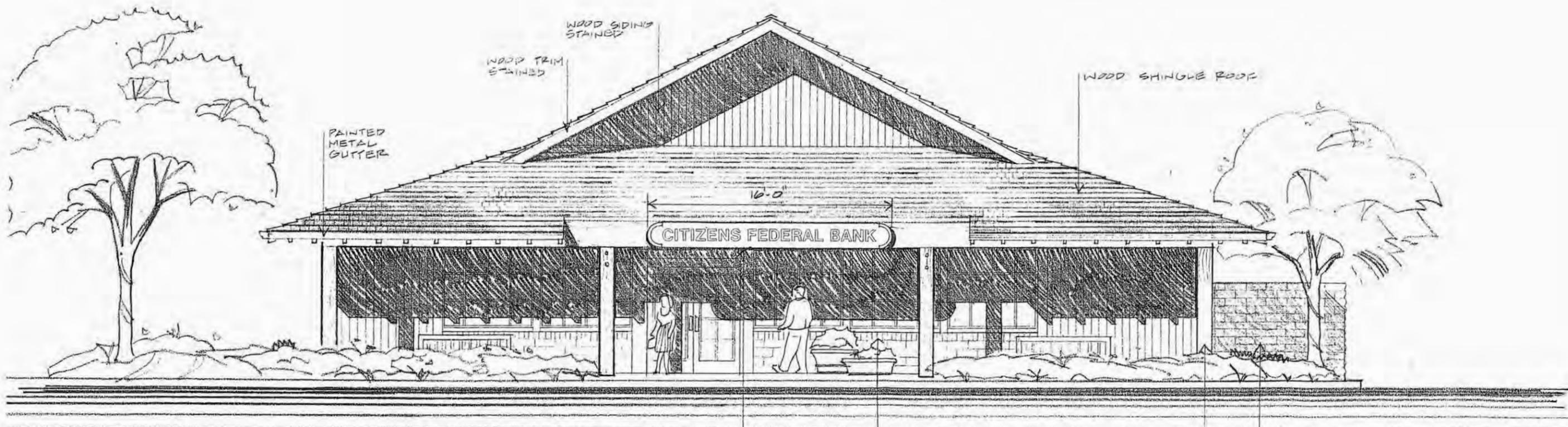
Sonoma Hwy 12





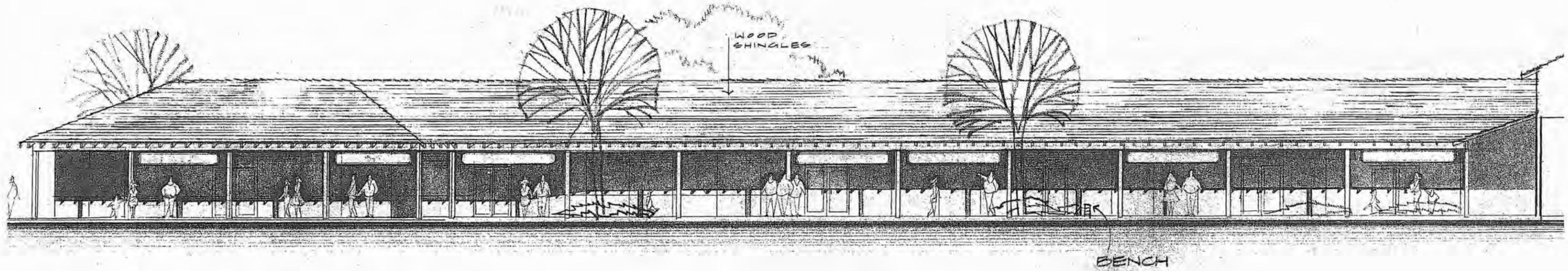
EAST ELEVATION  
(VIEW FROM SONOMA HWY.)

1/4" = 1'-0"



NORTH ELEVATION  
(VIEW FROM PARKING)

1/4" = 1'-0"

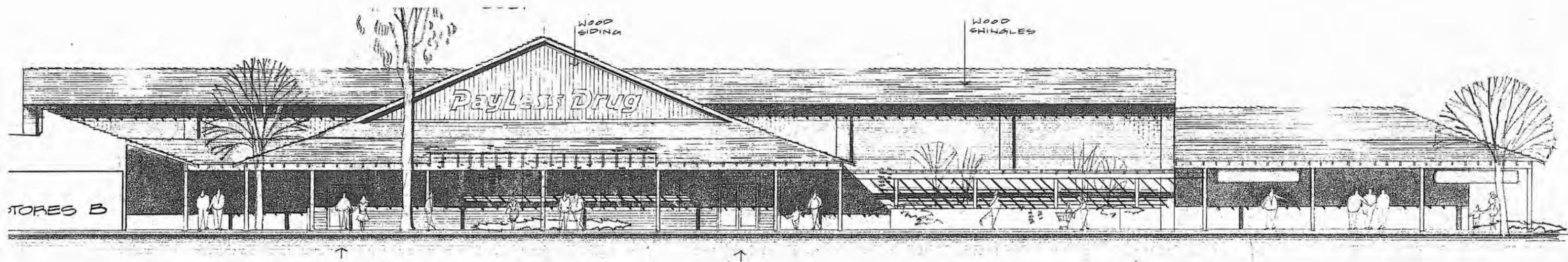


**NORTH ELEVATION - BUILDING B**

1/8" = 1'-0"

MAR 28 2011

Starbucks - Little Caesars



**EAST ELEVATION - BUILDING C**

1/8" = 1'-0"

MAR 13 2014

Rite Aid

← EXISTING ELC.

STORES D

MASONRY

WOOD SHINGLES

WOOD SIDING

TRELLIS

FAMILY GAME PK

*Sucky*

BENCH

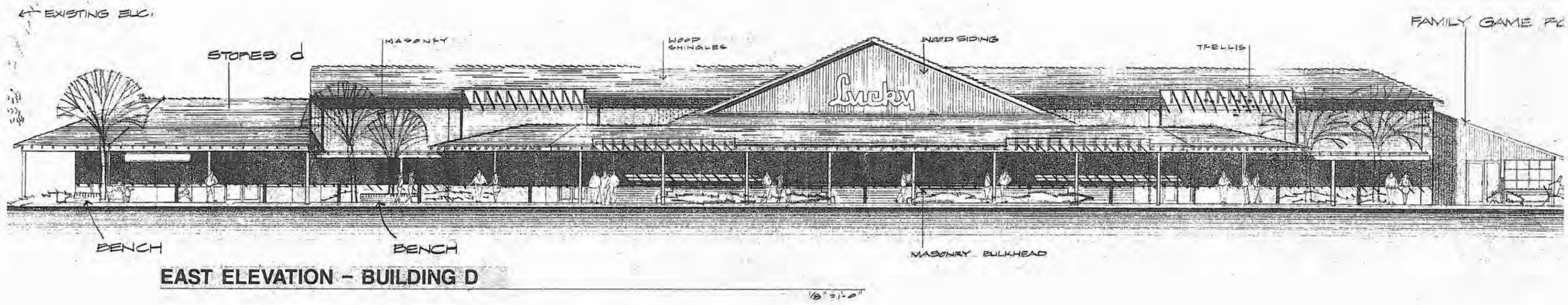
BENCH

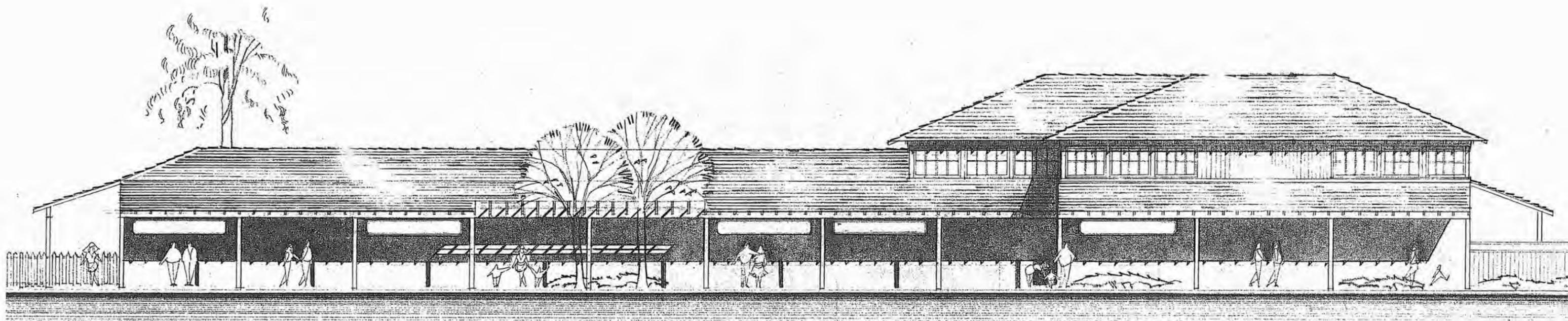
MASONRY BULKHEAD

**EAST ELEVATION - BUILDING D**

1/8" = 1'-0"

2018





**SOUTH ELEVATION - BUILDING E**

May 13 1988

Shise - Parkpoint



*City of Sonoma*  
***Design Review and Historic  
Preservation Commission***  
**Agenda Item Summary**

**DRHPC Agenda Item: 6**  
**Meeting Date: 4/15/14**

<b>Applicant</b>	<b>Project Location</b>
Rainscape Design	192 Montini Way

**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)

**Request**

Consideration of architectural review for a new fence/wall.

**Summary**

*Background:* On January 9, 2014, the Planning Commission approved an Exception from the wall height standards to allow an over-height wall within the street-side yard setback of the property. DRHPC related conditions of approval are as follows (see attached Conditions of Approval):

- The fence/wall design shall be subject to architectural review by the Design Review and Historic Preservation Commission (DRHPC).

*Architectural Review:* The proposal involves construction of a 6.5-foot tall concrete block wall within the required 20-foot street-side yard setback along Fifth Street West. The wall would be constructed of concrete block, including a thin stone veneer finish, with a 6-inch stone cap on top. In addition, a 1-foot tall and 4-foot deep raised planter box, constructed of integral colored concrete, is proposed in the space between the new wall and the sidewalk. Lin Creek Pebbles are proposed in the area between the raised planter box and the sidewalk. The raised planter box would be planted with multiple species of plants to soften and help screen the wall.

*Findings for Project Approval:* In order to approve any application for site design and architectural review, the DRHPC must make the following findings:

- a. The project complies with applicable policies and regulations, as set forth in this development code (except for approved variances and exceptions), other city ordinances, and the general plan;
- b. On balance, the project is consistent with the intent of applicable design guidelines set forth in this development code; and
- c. 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 building improvements shall be in conformance with applicable requirements of the 2013 California Building Code and where required by the 2013 California Building Code, shall obtain a building permit prior to installation.

**Commission Discussion**

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**Design Review and Historic Preservation Commission Action**

Approved     Disapproved     Referred to: \_\_\_\_\_     Continued to: \_\_\_\_\_

Roll Call Vote:    \_\_\_\_\_ Aye    \_\_\_\_\_ Nay    \_\_\_\_\_ Abstain    \_\_\_\_\_ Absent

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**DRHPC Conditions or Modifications**

Attachments

1. *Project narrative*
2. *Planning Commission conditions of approval*
3. *Site plan*
4. *Elevations*

cc:    Rainscape Design  
      3987 19<sup>th</sup> Street  
      San Francisco, CA 94114

      Rebecca Senmic  
      492 Montini Way  
      Sonoma, CA 95476

Revisions:  
03-12-14

Drawn By: JJ  
Date: 09-15-13

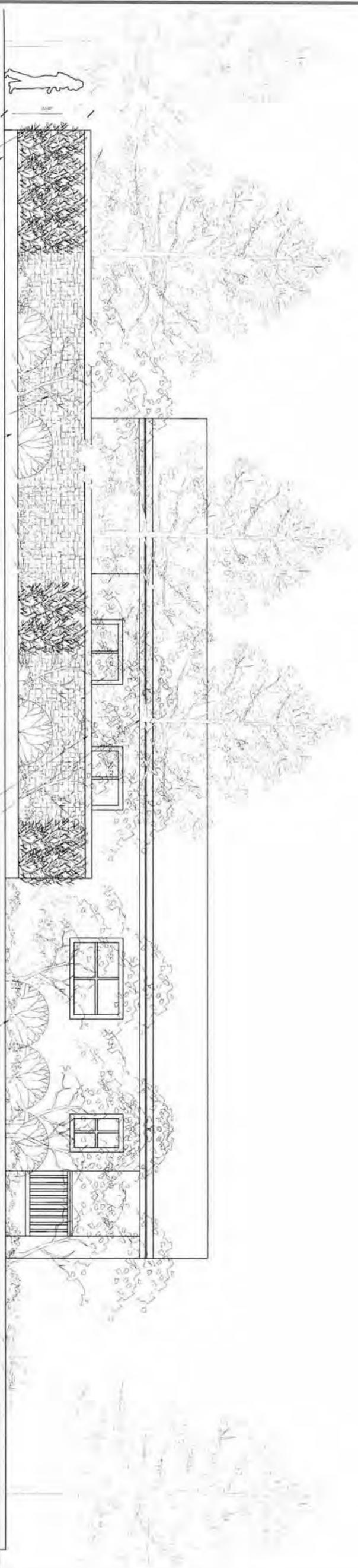


RAINSCAPE DESIGN, LANDSCAPE ARCHITECTURE & WATER USE PLANNING  
CA LICENSE: 4745 WWW.RAINSCAPEDESIGN.COM TEL: 415 218 4058  
3987 NINETEENTH STREET, SAN FRANCISCO, CA 94114

Senmic Residence  
Elevation From 5th Street West  
492 Montini Way, Sonoma,  
CA 95476 APN: 18-870-024

Job #: 13-07  
Scale: 1/8" = 1'-0"  
North:

Sheet #: E1  
Client: Senmic



CURB AND SIDEWALK  
REAR PROPERTY LINE

NEW INTEGRAL COLORED CONCRETE RAISED  
PLANTER. COLOR TO BE DAVIS COLORS:  
MESA BUFF #5447 (SEE MATERIALS SHEET).

NEW 6" CONC. BLOCK SOUND WALL  
W/ A THIN STONE VENEER & STONE CAP  
VENEER TO BE SWG. NAPA WALL STONE  
PACIFIC COAST SANDSTONE #15W  
(SEE MATERIALS SHEET)

EXISTING TREE TO  
REMAIN, TYPICAL  
6" UNIFORM STONE CAP

EXISTING AND INFILL  
PLANTINGS

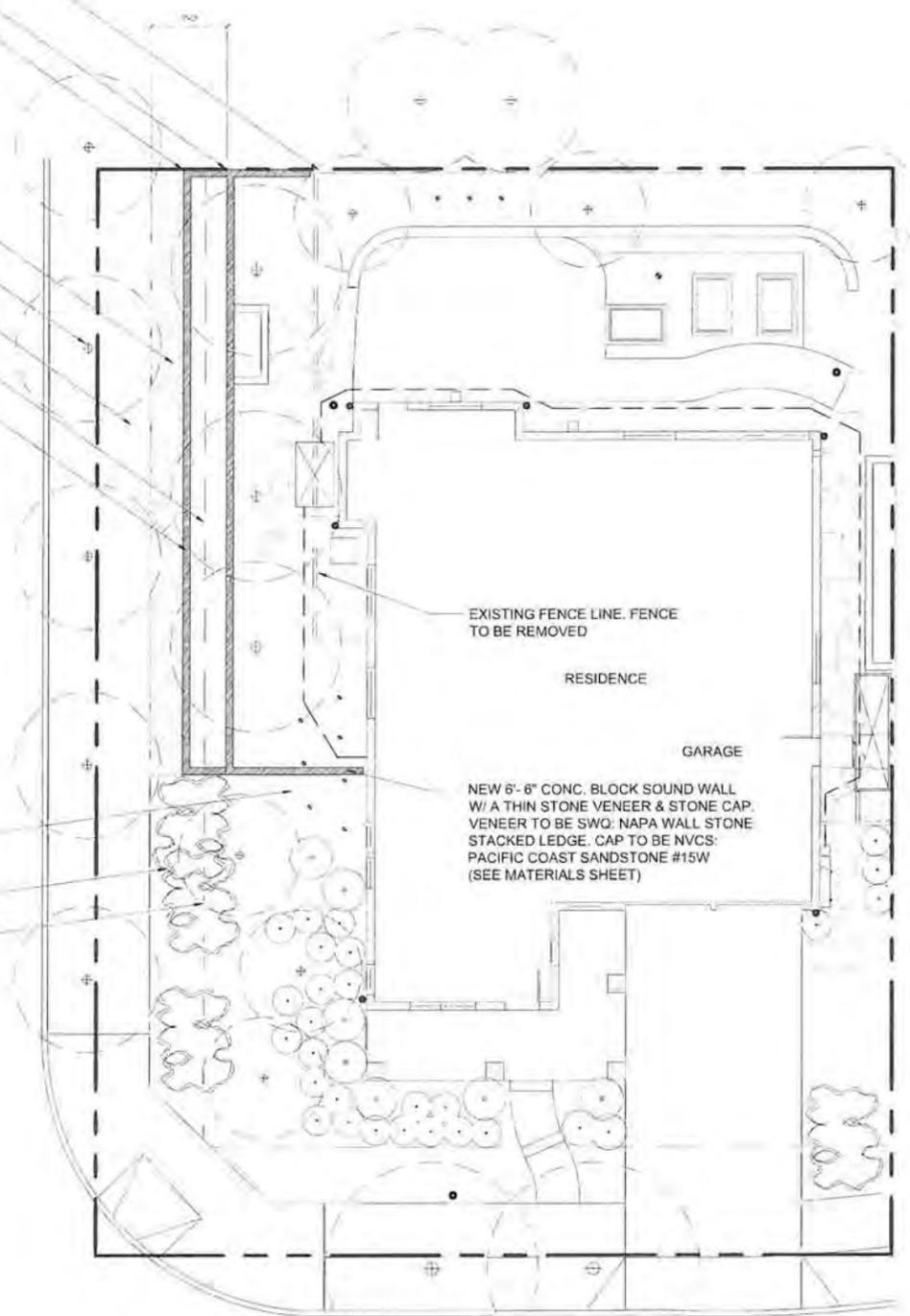
MAR 18 2014

EXISTING FENCE, TYP.  
 SOUND WALL HEIGHT: 6'- 6" (INCLUDES STONE CAP)  
 RAISED PLANTER WALL HEIGHT: 1'- 0"

LIN CREEK PEBBLE GROUND COVER, TYP.  
 EXISTING TREE, TYP.  
 PUBLIC SIDEWALK  
 SIDE YARD SETBACK  
 NEW INTEGRAL COLORED CONCRETE RAISED PLANTER. COLOR TO BE DAVIS COLORS. MESA BUFF #5447 (SEE MATERIALS SHEET). SEE ELEVATION DRAWING FOR HOW PLANTS WILL SCREEN WALL

FIFTH STREET WEST

NEW PLANTINGS PROPOSED TO SCREEN SIDE WALL  
 EXISTING PLANTS, TYP.  
 SIDE SETBACK LINE



MONTINI WAY

**LEGEND**

T	TELEPHONE LINE
G	GAS LINE
E	ELECTRIC LINE
W	WATER LINE
CONC.	CONCRETE
D.G.	DECOMPOSED GRANITE
EX.	EXISTING
W	WITH
TYP.	TYPICAL
HT.	HEIGHT
TSILL	TOP OF SILL
TSTEP	TOP OF STEP
BSTEP	BOTTOM OF STEP
TW	TOP OF WALL
BW	BOTTOM OF WALL
FG	FINISH GRADE
FS	FINISH SURFACE
RE	RIM ELEVATION
IE	INVERT ELEVATION
FL	FLOW LINE
RET.	RETAINING
⊕	EX. TREE
⊗	EX. SHRUB
○	APPROXIMATE TREE CANOPY
⊕	ELECTRIC METER OR OUTLET
⊗	GAS METER
⊙	WATER METER
⊚	HOSEBIB
⊛	DOWNSPOUT
⊜	CONNECTED DOWNSPOUT
⊝	UP LIGHT
⊞	PATH LIGHT

NOTE:  
 THIS PLAN IS FOR COST ESTIMATING AND PLANNING PURPOSES ONLY, IT IS NOT FOR CONSTRUCTION.  
 NOTE:  
 BASE INFORMATION FROM MONTINI RANCH DEVELOPMENT PLANS SUPPLIED BY THE TOWN OF SONOMA AND SITE MEASUREMENTS BY RAINSCAPE DESIGN

Revisions:  
 03-15-14

Drawn By: IJ  
 Date: 09-01-13

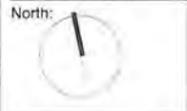
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 3987 NINETEENTH STREET, SAN FRANCISCO, CA 94114



**Senmic Residence**  
**Site Plan**  
 492 Montini Way Sonoma,  
 CA 95476 APN: 18-870-024

Job #: 13-07

Scale: 1/16" = 1'-0"



Sheet #:  
**S1**

Client: Senmic

MAY 18 2014



Stone Water Quarries (SWQ) Thin Veneer:  
Napa Wallstone Stacked Ledge



1/2" Lin Creek Pebble



Davis Colors Integral Color Concrete:  
Mesa Buff #5447



Existing Piers At House

Napa Valley Cast Stone (NVCS) Wall Cap:  
Pacific Coast Sandstone #15W

## Materials Board For Sound Wall At 492 Montini Way

## MEMO

**To:** Design Review and Historic Preservation Commission

**From:** Associate Planner Atkins

**Subject:** Decorative Exterior Lights on Commercial Buildings

### Background

At the January 21, 2014, Design Review and Historic Preservation Commission (DRHPC) meeting Comm. McDonald requested that the City address what he considers to be a proliferation of Christmas or holiday lights on tenant spaces within the Plaza area that are illuminated year-around, rather than displayed seasonally. He also expressed his concern that historic buildings or buildings in the historic overlay district are overly illuminated, creating a glare that is contradictory to an historic setting. He would like the Commission to have a discussion about this issue and perhaps consider regulations as to where, when, and how Christmas lights may be used, as he considers them to be signage.

Examples on the Plaza that staff has observed are as follows:

Spain Street: The Girl and the Fig (lights outlining windows), the Swiss Hotel (lights on the posts and balcony) and Mary's Pizza (lights outlining windows and eaves).

First Street East: The Ice House (string of lights along the eave), the Mercato 2 building (which has some lights outlining the roof peak, not associated with a particular tenant space).

East Napa Street: the Church Mouse (lights outlining windows).

First Street West: Sonoma Home (lights outlining windows), Charles Creek Vineyards (lights outlining windows).

While this lighting sometimes consists of strings of white lights associated with holiday decorations, others employ colored lights. They do not necessarily have a seasonal feel, but seem to typically be used to accentuate building features such as windows, eaves, balcony posts, etc.

Staff currently reviews applications for exterior lighting consistent with section 19.40.030 (Exterior Lighting) of the Development Code (attached). Under the terms of

this section, such lighting is not considered to be signage. In many cases, the lights in question are located inside the building, which makes it arguable as to whether they would be subject to design review.

### **Recommendation**

In staff's view, the existing examples of such lighting are neither obtrusive nor objectionable. In addition, staff has not received any complaints from the general public about any of the examples identified above. In some cases, such as at the Swiss Hotel, this lighting has been in place for so many years that it might be difficult for the City to show that they were installed illegally. In other instances, as pointed out above, the lights are actually inside the building, making it unclear if they are subject to design review. Lastly, only a minority of businesses on the Plaza make use of such lighting and staff has not observed any recent proliferation in its use. For all of these reasons, it is staff's view that such lighting should not be regarded as an enforcement issue.

### Attachments:

1. Development Code Standards--Exterior Lighting (§19.40.030)

### **19.40.030 Exterior lighting.**

The following standards and guidelines shall be administered by the planning commission and the design review and historic preservation commission through the review of discretionary planning permits. These provisions shall not apply to ministerial permits, except for the standards set forth in subsection (E) of this section.

A. Exterior Fixtures. Lighting fixtures shall be architecturally compatible with the character of the surrounding structure(s) and shall be energy efficient. Fixtures shall be appropriate in height, intensity, and scale to the use they are serving. Generally, pole-mounted fixtures shall be low in height (up to 20 feet) and be equipped with light shields to reduce or eliminate light spillage beyond the project's boundaries.

B. Intensity. The level of parking lot light projected onto any ground or wall surface shall not be less than two footcandles nor more than five footcandles at the base of the light fixture. Pedestrian courts, plazas, and walkways shall have a light level at the ground surface of one footcandle. The electrical or lighting plan shall demonstrate the dispersal of light on the ground surface and compliance with the requirements of this section. Building-mounted decorative lights shall not exceed five footcandles measured five feet from the light source.

C. Security Lighting. Security lighting shall be provided in all nonresidential zoning districts at building entrances/exits. Security lighting shall provide a minimum of two footcandles and a maximum of three footcandles at the ground level of the entrance.

D. Shielding. Where the light source is visible from outside the project boundary, shielding shall be required to reduce glare so that neither the light source nor its image from a reflective surface shall be directly visible from any point five feet or more beyond the property line. This requirement shall not apply to single-family residential uses, traffic safety lighting, or public street lighting.

E. Height. Light standards should not normally exceed 15 feet in height, especially within and adjacent to residential developments. The review authority may allow taller standards in large parking lots that are not adjacent to residential uses or in other special settings.

F. Recreational Court Lighting. The following standards shall apply to the lighting of outdoor recreational courts:

1. Type. Fixtures shall be of a type that is rectangular on a horizontal plane. The outside of the fixture, arm, and supporting pole shall be coated with a dark, low reflectance material;
2. Location. Light fixtures shall not be located closer than 10 feet to the nearest property line;
3. Height. The maximum height of the light fixtures shall be 18 feet measured from the court surface;

4. Number. Not more than one light fixture for each 900 square feet of court surface is allowed, with a maximum of eight poles and fixtures for each recreational court;

5. Supports. Light fixtures shall be supported by an arm extending at least four feet from a support pole;

6. Design. Light fixtures shall be designed, constructed, mounted, and maintained so that, with appropriate shielding, the light source is completely cut off when viewed from any point five feet or more beyond the property lines of the subject parcel. The incident light level at a property line shall not exceed one footcandle measured from finished grade to a height of 12 feet. The incident light level upon any habitable structure on an adjoining property shall not exceed 0.05 footcandle;

7. Hours of Operation. Recreational court lighting shall not be operated between 10:00 p.m. and 7:00 a.m. on weekdays and between 11:00 p.m. and 7:00 a.m. on Saturdays and Sundays;

8. Coating of Surface. In the event that an illuminated court surface is visible from another parcel, the court surface shall be treated with a low reflectance, dark-colored coating; and

9. Waiver of Provisions. Provisions of this subsection may be waived or modified by the planning commission through the approval of an exception in compliance with SMC 19.54.050. (Ord. 06-2013 § 3, 2013; amended during June 2011 supplement; Ord. 2003-02 § 3, 2003).

## MEMO

**To:** Design Review and Historic Preservation Commission  
**From:** Associate Planner Atkins  
**Subject:** DRHPC Certified Local Government Project Priority Review

### **Background**

At the March 18, 2014, Design Review and Historic Preservation Commission (DRHPC) meeting, the DRHPC received information regarding the changes related to Certified Local Government and recent Municipal Code revisions. During the discussion staff indicated that in April a list of implementation measures from the Historic Preservation Plan would be provided to the DRHPC along with other items of interest raised by the City Council, the DRHPC, and members of the public.

### **Review of Implementation Measures and other Potential Projects**

On November 4, 2013, the City Council adopted a historic preservation plan (previously reviewed by the Design Review Commission). The plan includes an implementation section intended to guide future efforts to improve Sonoma's historic preservation programs. Because the Preservation Plan was adopted last November, almost six months after the passage of the municipal budget, the only programs for which funding is currently allocated is staff and Commission training. (As the Commission is aware, staff routinely informs Commissioners of training opportunities with respect to historic preservation.) The preparation of the 2014-15 budget has not yet started, but as part of that process the DRHCP is now asked to review the Preservation Plan and other items of interest and make recommendations to the Council for funding measures and identify the top three priorities.

The following is a list of items included on the implementation section of the Historic Preservation Plan:

1. Apply to the State Office of Historic Preservation for designation as a Certified Local Government (CLG) and implement the ongoing requirements associated with that designation.

*The City applied for CLG designation in 2013 and implementation of the ongoing requirements is ongoing.*

2. Develop guidelines to be used by staff and the DRHPC to determine under what circumstances professional cultural and historic resource evaluations will be required in the review of applications involving known or potential significant historic resources.

*Guidelines have been developed to require evaluations of all potentially historic structures individual properties.*

3. Develop updated guidelines for use by staff and the DRHPC to evaluate additions and other modifications to historic structures based on Secretary of Interior standards.

*Although the Development Code already includes design guidelines for the review changes to historic structures and for infill in the Historic Overlay zone, updated guidelines have not been prepared. In staff's view, this project would require consultant assistance and would need to be budgeted for by the City Council. As a means of narrowing the scope of this project, at least at the outset, consideration could be given to developing updated guidelines for the Plaza area.*

4. Establish a mechanism for regularly updating the City-adopted inventory of historic structures. Consider establishing criteria for designating resources having local historic significance.

*While this project would benefit from some level of consultant assistance (at least with regard to developing criteria for designating local-significant historic resources), it is not as complicated a project as the development of updated design guidelines.*

5. Draft a Mills Act program for consideration by the DRHPC and the City Council.

*Some staff work has already been done on this issue. While drafting such a program would not necessarily require consultant assistance, it would require a commitment of staff resources.*

6. Update the Development Code with respect to the responsibilities of the DRHPC to fully reflect CLG requirements.

*Much of this has already been accomplished with the adopting of amendments to the Development Code last November. While there are some follow-up items to take care of, this can be accommodated through the normal workload of staff.*

7. Maintain and strengthen the consultative relationship with the Federated Indians of Graton Rancheria on matters pertaining to cultural resources.

*Ongoing.*

8. Update the City's GIS to better integrate SHPO data on historic and cultural resources.

*This would be a useful addition to the City's Geographic Information System that would require some additional funding on a one-time basis to implement.*

9. Continue to pursue training and education opportunities with respect to historic preservation for both the DRHPC and staff.

*Ongoing. The City Council has already approved an increase in the training budget for City Commissions and staff anticipates that this level will be maintained.*

10. Establish a process for commenting on nominations to the National Register, consistent with the requirements of the National Historic Preservation Act.

*While it will be necessary to accomplish this task at some point, in staff's view this is not a priority.*

11. Consider incorporating a Historic Resources Element in the next comprehensive update of the General Plan.

*This option would be considered for the next comprehensive update of the General Plan, which is not likely to occur for several years.*

12. Establish a new section on the City's website, highlighting local resources and regulations pertaining to historic preservation.

*The City is already in the process comprehensively updating its website. This task will be accomplished as part of that work.*

13. Develop and maintain a database of the owners of historic sites and structures and other stakeholders to facilitate education and outreach with respect to historic preservation efforts.

*This task can be accomplished by staff, over time, as part of its normal workload.*

14. Work with the League for Historic Preservation, the Sonoma Valley Historical Society and other interested experts and organizations to provide educational materials for the owners and prospective owners of historic structures.

*Ongoing.*

15. Investigate the costs and benefits of requiring design review for changes to interior character-defining features of historically significant special purpose buildings.

Staff is currently conducting background research on this topic,

The following is a list of other items of interest identified by the City Council, DRHPC, and members of the public:

- Investigate approving a pre-approved palette or some other sort of guidelines addressing building colors in the downtown area. This concept could be folded into the development of updated design guidelines for the downtown area.
- The DRHCP has expressed interest in developing an ordinance that would establish maintenance requirements for historic structures. Staff is researching this issue. At this time, consultant assistance is not required.
- Consider changing the 1945 threshold that triggers design review for alterations to single-family residences. This issue can be addressed as part of the normal workload of staff and the DRHPC.

### **Recommendation**

Provide recommendations to the City Council on CLG program priorities so that they may be considered by the Council in the budget process.

### Attachments:

1. Historic Preservation Plan: Implementation Measures

cc: Barbara Wimmer, SLHP (via email)

Mary Martinez  
P.O. Box 534  
Sonoma, CA 95476

George McKale (via email)

Patricia Cullinan, SVHS (via email)

Yvonne Bowers (via email)

## City of Sonoma Historic Preservation Plan

### I. Purpose

Sonoma's Historic Preservation Plan provides background information and context on Sonoma's cultural and historic resources, describes the City's current policies and programs with respect to historic preservation, identifies other community preservation resources, and sets forth a series of implementation measures. The purpose of the plan is to ensure that local policies and programs with respect to historic preservation are comprehensive, consistent with best practices, and in compliance with state and federal law.

### II. Background

*Pre-History.* Good soils, temperate climate, and abundant food and water attracted indigenous peoples to the Sonoma Valley for at least 12,000 years before Spanish missionaries settled in the early 19th century. As many as 5,000 Native Americans lived in what is now Sonoma County at any one time. Present day Sonoma County was occupied at the time of historic contact by native peoples representing four language groups: Southern Pomo, Southwestern Pomo, Wappo, and Coast Miwok. Each group was comprised of autonomous village communities, each holding specific tracts of land, speaking a distinct dialect, and organized under one or more headmen. It is believed that the Sonoma Valley was occupied by the Coast Miwok people, a language group that also occupied present day Marin County and the Petaluma River Basin. The Coast Miwoks are thought to have emerged in the area around 500 B.C., while other tribal groups in the North Bay Area are thought to have emerged between 2,000 and 1,000 B.C. The Coast Miwok economy reflected an early focus on marsh resources, though it was combined with hunting and gathering in the foothills of the North Coast Ranges. A typical Coast Miwok group inhabited a semi-permanent village from which they made trips to temporary, seasonal camps to obtain locally available resources.

*History.* The founding of the City of Sonoma came about as a result of the Mexican government's attempt to build upon the colonization efforts of Spain in what is now northern California. The first significant Spanish entry into the area occurred in 1775, when the Spanish sailor Bodega y Quadra entered Tomales Bay (confusion as to the location of the docking site attached his name to a small inlet a few miles to the north). In 1812, ignoring Spanish territorial claims upon the northern portion of present day Sonoma County, the Russians ventured south from Alaska by leasing land from the Pomos and establishing the first European settlement in the area at Fort Ross.

In response to the Russian presence, the Mexican Government (newly independent from Spain and possessing title to California since 1821) sent Jose Altimira to the Sonoma Valley in 1823 to establish a mission and to assume control of the potentially rich valleys between the Sacramento River and the Pacific Coast. The newest and northernmost of the 21 California missions was constructed in 1824, and was named San Francisco de Solano. The mission became the center of the new town of Sonoma in 1835, and became the headquarters of Commandant Mariano Vallejo

who had already begun to build an adobe villa on his Rancho to the west, near present day Petaluma. The Mission and other buildings constructed in that era were built using conscripted Native American labor and the establishment of the Mission began a period of sustained contact between Native Americans and colonizing settlers that resulted in the dispersal of local tribes and substantial declines in their population due to military action and disease.

Mexican attempts in 1833 and 1834 to colonize the Santa Rosa plain failed, and the Sonoma settlement became increasingly important to the control of an area threatened by Russian encroachment and native resistance. These threats decreased when a smallpox epidemic reduced the local tribes and the declining fortunes of the Russians resulted in the selling of Fort Ross to the Swiss adventurer Johann Sutter.

The village at Sonoma grew as more people moved into the valley to farm large ranchos granted to them by Commandant Vallejo and the Mexican government. By the mid-1840's Americans were present in substantial numbers. In June 1846, a month after the start of the Mexican-American War, a group of Americans declared their independence from Mexico as the Bear Flag Republic. The republic had no official government and was dissolved when the United States Navy took charge of Sonoma in July of 1846. The war ended in 1847, and as a result of the Treaty of Guadalupe Hidalgo, California was added to the territories of the United States. California became a state in 1850 and the various counties were established in 1851.

With the breakup of the ranchos after the Mexican War came the establishment of towns. The Sonoma town square originally laid out by Vallejo under his military rule, was the site of great activity in the 1840's. However, the town was virtually abandoned during the gold rush of the 1850's. When California gained statehood and Sonoma County was established, the city of Santa Rosa was selected over Sonoma as the county seat. Subsequent growth and development in the Sonoma area were stimulated by agriculture, although lumbering, tanning, and quarrying also played important roles in the early economy of the valley.

***Cultural and Historic Resources.*** The city of Sonoma and its Sphere of Influence contain a substantial number of archaeological and historical resources. A total of 19 archaeological sites and two isolated finds have been officially recorded within the city's Planning Area by the California Historic Research File System (at Sonoma State University). Nine additional archaeological sites have also been reported. The creeks that pass through Sonoma Valley provide a favorable environment for discovery of additional prehistoric cultural deposits.

Sonoma hosts a unique concentration of historic structures and sites associated with the mission period, the Bear Flag Republic, and the historical development of Sonoma Valley. The most notable of these are the Sonoma Plaza National Historic Landmark and surrounding historic structures (e.g., the Sonoma barracks, the Sonoma Mission, etc.), and the Vallejo Home State Park. The city has also established a Historic Overlay zone, which encompasses the Plaza and a substantial portion of the northern portion of the city generally bounded by the Mountain Cemetery, Fifth Street East, Patten Street, and Fourth Street West, plus a corridor along both sides of Broadway from the Plaza to southern city limits.

A complete listing of historic properties in the Sonoma community, as documented by the National Register of Historic Places and the State Office of Historic Preservation, is provided in Attachment 1.

### **III. State and Federal Historic Designations and Resources**

***Sonoma Plaza National Historic Landmark.*** Sonoma Plaza is one of the earliest designated National Historic Landmarks. Survey work for Sonoma Plaza is recorded as early as 1958, which preceded the National Historic Preservation Act of 1966. In 1961, the City applied for Registered National Historic Landmark status. The Sonoma Plaza was granted Landmark status by the Department of the Interior and was dedicated in December of 1961. In 1966, with the passage of the National Historic Preservation Act, landmarks which had already been determined to have national significance were automatically included in the newly created National Register of Historic Places. In 1974, the Sonoma Plaza National Historic Landmark boundary was redefined with respect to its "period of significance." Through this process, the focus was placed on the Bear Flag Revolt and the history of California in relation to the Mexican War and the period of significance therefore encompassed a relatively limited period of time: 1821-1848.

***Sonoma Plaza National Register Historic District.*** In 1992, Michael Crowe of the Western Regional Office of the National Park Service realized that the Sonoma Plaza National Historic Landmark status did not address local historic significance. Accordingly, he prepared and submitted a nomination for Sonoma Plaza to become a National Register Historic District based on an evaluation that connected downtown buildings to Sonoma's own history. The Sonoma Plaza National Register District, which was established in 1992, includes 82 contributing buildings and 56 non-contributing buildings, five sites (of which three are contributing), one contributing structure, and two contributing objects. The Period of Significance for the district is 1835-1944. The nomination describes the bucolic character of the Plaza, characterizes the architecture of the significant and contributing commercial buildings, and describes the residential structures adjoining the commercial district. "The overall integrity of the district both physically and architecturally remains very high," according to the nomination, with changes largely limited to low-rise new construction and window replacement. The nomination finds that contributing buildings retain architectural integrity to their construction date; have integrity of location, and have the ability to convey a sense of the history of change and the district's development during its period of significance.

***Sonoma State Park.*** The Sonoma State Historic Park encompasses a series of key historic attractions in several locations within and downtown Sonoma. The park is comprised of the following elements:

- The Mission San Francisco Solano de Sonoma, established by Father Jose Altamira in 1823. Although partially reconstructed, it is the oldest building in Sonoma.
- The Blue Wing Inn. A two-story adobe, located east of the Mission on East Spain Street. Its construction date is unknown.
- The Sonoma Barracks, the Toscano Hotel, and La Casa Grande. A complex of structures, across from the Sonoma Plaza on the north, constructed over the period of 1830-1860.

- The Vallejo Home (*Lachryma Montis*), the home of General Mariano Guadalupe Vallejo. The Gothic-styled Victorian residence is actually a pre-fabricated structure installed in the 1850's. This portion of the Sonoma State Park includes 60 acres of open space.

While these properties are, of course, not subject to local regulation, they are key elements of the historic setting and contain many of Sonoma's most significant resources.

#### IV. Overview of Local Preservation Policies and Programs

**City Council Vision Statement.** The Vision Statement serves as a broad summation of the Council's values and objectives. As amended by the Council in the course of the 2020 General Plan update, the Vision Statement addresses historic resources as follows: "*In 2020, Sonoma will be a place where . . . The community's history and its role as a cultural center are enhanced through public art, special events, and the careful preservation of historic resources.*"

**General Plan.** In the City of Sonoma's 2020 General Plan, issues related to historic preservation are found mainly in the Community Development Element. Key references in the General Plan include the following:

- Community Directions (among a list of four points): "Sonoma should continue to be characterized by variety in terms of land uses, building types, and housing, and this diversity should be consistent with preserving the town's small-scale and historic character."
- Goal CDE-5: Reinforce the historic, small-town characteristics that give Sonoma its unique sense of place.
- Policy 5.1: Preserve and enhance the scale and heritage of the community without imposing rigid stylistic restrictions. (Note: this policy is implemented through the Development Code.)

**Development Code.** The City's Development Code is the primary mechanism for implementing requirements pertaining to historic preservation. The major provisions in this regard are as follows:

- Design Review Commission.** The Design Review Commission (DRC) is a five-member panel whose representatives are appointed by the City Council. The DRC is responsible for administering the majority of key reviews associated with historic preservation regulations. (See SMC 2.60.)
- Historic Overlay Zone.** The Historic Overlay zone was first established by the City in 1974. Its boundaries have changed over the years, with the most recent amendment adopted in 2007 in order to better reflect the concentrations of historic structures and resources within the community. The purpose of the Historic overlay zone is to define an area within which special zoning regulations are applied (e.g., expanded requirements for design review) as a means of protecting historic resources. (See SMC 19.10.030.C.2.)

- C. *Demolition Review Requirements.* The demolition of any structure fifty years old or older is subject to the review and approval of the Design Review Commission (SMC 19.54.090). This review includes findings designed to prevent the demolition of historically significant structures.
- D. *Residential Review Requirements.* Within the Historic Overlay zone, the following review requirements apply to residential development:
1. Alterations to residences constructed prior to 1945 and for which a building permit is required that increases floor area by 10% or 200 square feet (whichever is greater) are subject to design review.
  2. Alterations to residences constructed prior to 1945 for which a building permit is required that result in changes to the primary elevation or a street-side elevation are subject to design review.
  3. Alterations to residences constructed prior to 1945 for which a building permit is required that result in a change in the roof structure (pitch or height) are subject to design review.
  4. The development of a new single-family residence is subject to design review.

(See Sections 19.10.030.C.2 and 19.54.080.)

- E. *Commercial, Mixed Use and Multi-Family Review Requirements.* All new commercial, mixed, use and multi-family development is subject to design review, whether inside or outside of the Historic Overlay Zone. In addition, exterior changes to commercial or mixed-use structures that entail the issuance of a building permit are subject to design review.
- F. *Adaptive Reuse.* The Development Code provides for the adaptive reuse of historic structures, subject to the review and approval of the Planning Commission. Within the Historic Overlay zone, adaptive reuse is an option for potentially historic structures, as well as structures having an official designation. Outside of the Overlay zone, adaptive reuse is only an option for structures having an official designation as documented by the State Office of Historic Preservation. Adaptive reuse options include increased density allowances and specified commercial uses, including bed and breakfast inns, hotels, limited retail, professional offices, and restaurants. (See SMC 19.42.020.)
- G. *Design Guidelines.* The guidelines that the Design Review Commission uses in conducting design reviews associated with the alternations to historic structures and infill development within the Historic Overlay zone are set forth in Chapter 19.42 of the Development Code (Historic Preservation and Infill in the Historic Zone).

- H. *Adopted Inventory of Historic Structures.* As required to achieve CLG certification, the City Council adopted a local inventory historic structures in 2006. The inventory consists of sites and structures within the City already identified by the State as possessing historic significance (Resolution 18-2006).
- I. *City Historian.* The office of the City Historian was established by City Council resolution in 2008. The position is filled by Council appointment and the duties of the City Historian include the following: coordinating of the identification, maintenance and inventory of historical records and artifacts owned by the City of Sonoma; updating the City Council on the status, care and maintenance of historical artifacts in the City's possession; assisting with research by the public, City staff, and organizations engaged in historic preservation activities; coordinating City activities which are of historical interest; making recommendations to the City Manager and City Council regarding the preservation of historical resources. Currently, the City is very fortunate to have George McKale as its City Historian. Mr. McKale is a highly qualified professional with a B.A. in anthropology and an M.A. in Cultural Resources Management. He has been extremely active in identifying and coordinating educational opportunities such as the 100-year anniversary celebration of the construction of City Hall and in providing expert advice to staff and the DRC with respect to the review and processing of applications involving cultural and historic resources.

***Unreinforced Masonry Building Program.*** In 1990, in response to a State mandate, the City adopted an Unreinforced Masonry Building (URM) Ordinance that established a program requiring URM buildings to be seismically upgraded. Because of their age, historic buildings around the Plaza are typically of URM construction and are quite vulnerable to earthquake damage, especially those of adobe construction. Of the 56 buildings requiring improvement, 51 have been fully upgraded and four are in process.

*Public Involvement.* The City of Sonoma strives to ensure public awareness and involvement in every aspect of its historic preservation programs:

- A. *Formal Notice Requirements.* The following types of design review applications are subject to a 20-day public notice requirement that includes mailings to property owners within 500 feet of the site, the placement of notice posters in the vicinity, and two notices in the local newspaper: 1) Demolition applications for buildings 50 years old or older; 2) additions or exterior alternations to residential structures built prior to 1945 that are located within the Historic Overlay zone; the development of a new residence within the Historic Overlay zone. Other types of design review applications simply require placement on the Design Review Commission meeting agenda with posting at least 72 hours prior to the meeting.
- B. *Tribal Consultation.* The City has established a consultation process with local Native American groups (the Federated Indians of Graton Rancheria) with respect to projects having potential impacts on cultural resources.
- C. *Consultation with Local Experts.* City staff notifies and consults with the Sonoma League for Historic Preservation regarding projects that involve historic resources. Staff encourages applicants whose proposals involve significant or potentially significant historic

resources to consult with the League for Historic Preservation to learn more about the history of the resource and about best design practices for retaining historic integrity.

- D. *Community Outreach.* In the development of every significant revision to its Development Code involving the regulation of historically significant resources, the City has invited the participation of a broad range of community groups, including local advocacy organizations, such as the League for Historic Preservation and the Chamber of Commerce, members of the real estate and development community, and potentially affected property owners. As one example, the development and adoption of expanded design review requirements for single-family residences in the Historic Overlay zone included more than ten hearings and study sessions before the Design Review Commission, the Planning Commission and the City Council.

*Historic Plaque Program.* To promote education and awareness, a program for the placement of local markers on historically significant buildings was established in 2004, through a partnership with the City of Sonoma, the Sonoma Valley Chamber of Commerce and the Sonoma Valley Rotary Club. Since its inception the program has resulted in the placement of 13 bronze plaques highlighting historically significant buildings.

## V. Resources and Stakeholders

*State Office of Historic Preservation.* The mission of the Office of Historic Preservation (OHP) is as follows: "... to preserve and enhance California's irreplaceable historic heritage as a matter of public interest so that its vital legacy of cultural, educational, recreational, aesthetic, economic, social, and environmental benefits will be maintained and enriched for present and future generations." As part of its duties, the OHP provides a variety of technical assistance to California City's and Counties, including the Certified Local Government (CLG) Program. The CLG program is designed to encourage the direct participation of a local government in the identification, registration, and preservation of historic properties located within the jurisdiction of the local government. A local government may become a CLG by developing and implementing a comprehensive local historic preservation program based on federal and state standards.

*Sonoma League for Historic Preservation.* The Sonoma League for Historic Preservation has been devoted to the stewardship of Sonoma's architectural heritage for 40 years and has guarded the historic integrity of buildings and neighborhoods through its many programs designed to maintain Sonoma's distinct visual character. The goals of The League are:

- To increase awareness of the unique nature and history of the region.
- To promote interest in preserving and enhancing the historic resources of the Sonoma Plaza and surrounding areas.

For 40 years, The Sonoma League for Historic Preservation has been active in maintaining the look and feel of Sonoma. Activities include building restoration, docent staffing of historical points of interest, maintenance of an historic resources library, development of a growing collection of historical photos, protection of historic landmarks, a spring cottage and garden tour,

and an annual awards program honoring Valley properties. More than 20,000 guests participate in League activities and events each year.

***Historic Resources Inventory.*** Completed by the League for Historic Preservation in 1979 with the assistance of grant funding from the National Trust for Historic Preservation, this inventory identifies more than one hundred potentially significant structures in and around Sonoma. While this inventory has proven invaluable in providing background information on designated and potential historic resources, it cannot be formally adopted as a local inventory of historic structures because not all of the information was compiled by qualified professionals.

***Sonoma Valley Historic Society.*** In January 1937 a small group of Sonomans formed the Sonoma Valley Historical Society to honor pioneer families and to collect, preserve and disseminate the historical heritage of the Valley of the Moon. Exhibits were placed in the City Hall and the Community Center. The Society, a non-profit organization, has operated continuously ever since that time. The Society holds monthly meetings featuring speakers on local and California history, arranges member visits to historic sites and other museums and provides other interesting activities for members. The SVHS also encourages and assists the appreciation of history by school children. The Society also publishes a newsletter for members with news about activities and stories on Sonoma's colorful past. Members have published several books about local history. As discussed below, the major Society program is operating the Depot Park Museum.

***Depot Museum.*** In 1975 the City of Sonoma acquired the old Northwestern Pacific Railroad depot and adjacent land, to prevent the loss of the historic site. Unfortunately, a fire destroyed the building in 1976. The Sonoma Valley Historical Society proposed a rebuilding project, and the City granted the insurance proceeds and permission to develop the site as a museum. A major fund-raising drive by the Society, along with a grant from the County Board of Supervisors, raised enough funds to build a replica of the depot as a community museum and the City developed the adjacent land as Depot Park. The Depot Park Museum was dedicated in 1978 and opened in 1979. Since then, Society volunteers have developed and operated the museum and its historically significant collections. In addition to displays and exhibits, the Museum has a book/gift shop and an archival library of historical documents and maps, books on local history, and thousands of photographs.

**Owners.** Within Sonoma city limits there are as many as 500 properties under private ownership that have potential historic significance. The owners of these properties are, in effect stewards of historic structures and resources. In order for Sonoma's efforts to preserve this legacy, these property owners need to be engaged in historic preservation and education efforts and involved in any proposals to modify or extend local preservation regulations.

## **VI. Implementation Measures**

These measures are in addition to existing policies and programs addressing historic preservation. The timing for accomplishing these measures will be based on the allocation of available resources by the City Council in the context of its overall consideration of budgetary and policy priorities.

1. Apply to the State Office of Historic Preservation for designation as a Certified Local Government and implement the ongoing requirements associated with that designation.
2. Develop guidelines to be used by staff and the Design Review Commission to determine under what circumstances professional cultural and historic resource evaluations will be required in the review of applications involving known or potentially significant historic resources.
3. Develop updated guidelines for use by staff and the Design Review Commission to evaluate additions and other modifications to historic structures based on Secretary of Interior standards.
4. Establish a mechanism for regularly updating the City-adopted inventory of historic structures. Consider establishing a category and criteria for designating resources having local historic significance.
5. Draft a Mills Act program for consideration by the Design Review Commission and the City Council.
6. Update the Development Code with respect to the responsibilities of the Design Review Commission to fully reflect CLG requirements.
7. Maintain and strengthen the consultative relationship with the Federated Indians of Graton Rancheria on matters pertaining to cultural resources.
8. Update the City's GIS to better integrate SHPO data on historic and cultural resources.
9. Continue to pursue training and education opportunities with respect to historic preservation for both the Design Review Commission and staff.
10. Establish a process for commenting on nominations to the National Register, consistent with the requirements of the National Historic Preservation Act.
11. Consider incorporating a Historic Resources Element in the next comprehensive update of the General Plan.
12. Establish a new section on the City's website, highlighting local resources and regulations pertaining to historic preservation.
13. Develop and maintain a database of the owners of historic sites and structures and other stakeholders to facilitate education and outreach with respect to historic preservation efforts.
14. Work with the League for Historic Preservation, the Sonoma Valley Historical Society and other interested experts and organizations to provide educational materials for the owners and prospective owners of historic structures.

15. Investigate the costs and benefits of requiring design review for changes to interior character-defining features of historically significant special purpose buildings.

Attachments

1. City Council Resolution Establishing Local Inventory of Historic Resources