

**TOWN OF MORAGA
DESIGN REVIEW BOARD MEETING
MINUTES**

September 14, 2015

1. CALL TO ORDER AND ROLL CALL

A regular meeting of the Design Review Board (DRB) was called to order by Chair Helber at 7:00 P.M. in the La Sala Building, Hacienda de las Flores, 2100 Donald Drive, Moraga, California.

Present: Boardmembers Crews, Escano-Thompson, Glover, Chair Helber

Absent: Boardmember Zhu

Staff: Ellen Clark, Planning Director
Coleman Frick, Associate Planner

A. Conflict of Interest

There was no reported conflict of interest.

B. Contact with Applicants

Boardmember Glover reported that he had visited the site at 287 Rheem Boulevard this date, agenda Item 4B.

Chair Helber reported that there had been a mistake in the public notice for the meeting agenda, and after public comments the DRB would consider a motion to continue the entire hearing. Members of the public would be allowed to address the DRB under public comments on any agenda item at this time, particularly if unable to attend the next DRB hearing.

Planning Director Ellen Clark reiterated that the two agenda items had been pulled from the meeting agenda due to a change in the meeting location after notices had been mailed. While neither item would be considered by the DRB at this time, there was an opportunity for any member of the public to provide comments. The next meeting of the DRB had been tentatively scheduled for September 28 or October 13, with public notices to be mailed 10 days in advance of the meeting date. The two agenda items would be rescheduled to the next available meeting. She apologized for the noticing error, expressed her appreciation to those who had attended the meeting, and explained that there would also be an opportunity for public comments when the items were rescheduled.

2. PUBLIC COMMENTS

There were no comments from the public.

3. ADOPTION OF CONSENT AGENDA

- A. June 22, 2015 Minutes**
- B. Adoption of Meeting Agenda**

Chair Helber removed Consent Agenda Item B given that the two agenda items would be rescheduled to the next meeting of the DRB.

On motion by Boardmember Escano-Thompson, seconded by Boardmember Glover to adopt Consent Agenda A, approval of the minutes of the June 22, 2015 meeting, as shown. The motion carried by the following vote:

Ayes: Crews, Escano-Thompson, Glover, Helber
Noes: None
Abstain: None
Absent: Zhu

4. DESIGN REVIEW

A. 10 Moraga Valley Lane

Applicant: Moraga Presbyterian Church, 10 Moraga Valley Lane, Moraga, CA, 94556

Design Review (DRB 11-15) to install two (2) new sign faces on an existing off-site monument sign at the corner of Moraga Way and Moraga Valley Lane (APN 255-840-036) (3-DUA, ENS)

B. 287 Rheem Boulevard

Applicant: Gwan (Richard) W. Yu, 287 Rheem Boulevard, Moraga, CA 94556

Design Review (DRB 04-15) for a major residential addition and remodel including the construction of first and second story additions adding 3,804 square feet of living area and a new 788 square foot three-car garage to the existing residence, with a Scenic Corridor. (1-DUA/R15, CMF)

Both Items 4A and 4B were removed, to be renoticed and rescheduled to the next meeting agenda.

5. ROUTINE AND OTHER MATTERS

A. Planning Commission Liaison Report – Marnane

Planning Commissioner Marnane reported that the Planning Commission had met on September 8, and had discussed parking in and around the Rheem Valley and North Rheem Shopping Centers in response to parking issues in the North Rheem Center, potential parking problems when the new Council Chambers were in operation, and a potential new residential development adjacent to the New Rheem Theatre that could affect parking. Merchants would be asked to consider parking management strategies.

Commissioner Marnane reported that the Planning Commission had also received an update on the Hillsides and Ridgelines Project, and an update on issues related to the start-up of the Bella Vista, SummerHill Homes Subdivision. With respect to the subdivision, those issues were expected to be resolved with additional management and the assignment of a Town Inspector for that project and for the Camino Ricardo Subdivision.

6. REPORTS

A. Design Review Board

Boardmember Glover reminded everyone of the Hillsides and Ridgelines Project public workshop to be held on Thursday, September 17, at 7:00 P.M. at Hagerty Lounge, De La Salle Hall at Saint Mary's College (SMC).

Boardmember Escano-Thompson reported that she had attended the Moraga Pedestrian and Bicycle Master Plan Committee meeting; the next meeting had been scheduled for September 22, with a discussion on outreach programs to solicit input from the community as to how to get residents involved. She suggested the DRB could contribute to that effort as part of its review of any development by ensuring sensitivity to trails and footpaths around a project site.

Associate Planner Coleman Frick added that the Town's website included tools for residents to provide feedback on what it was like to walk and bicycle, along with preferences to make it easier to walk and bicycle in the Town of Moraga. A public workshop had been scheduled for September 29, which would allow an opportunity for citizens to engage and solicit input on developing the policies and programs to be included in the eventual Master Plan.

Boardmember Glover commented that the DRB had previously discussed the inclusion of language for future projects related to the use of recycled water rather than using potable water from hydrants, and clarified with Ms. Clark that such language had been included in the conditions for smaller projects.

Chair Helber reported that he had attended the Moraga Center Specific Plan (MCSP) Steering Committee meeting with concepts presented by the consultant, feedback from the committee on form based design, with a consensus of the Committee to focus on the School Street extension past Safeway where School Street connected to SMC to focus on form based design and to refine the MCSP.

B. Staff

Ms. Clark reiterated that the two agenda items would be renoticed and rescheduled for the second meeting of September or the first meeting of October. She also reported that the applicant for 287 Rheem Boulevard had asked permission from staff to remove the existing story poles which had been attached to the building, blocking access to the garage. Given the delay in schedule, staff was inclined to allow the story poles to be removed.

In addition, Ms. Clark reminded everyone of the Hillsides and Ridgelines Project public workshop to be held on Thursday, September 17 at 7:00 P.M. in the Hagerty Lounge, De La Salle Hall at Saint Mary's College (SMC). She also commended Associate Planner Frick for his work on the Moraga Pedestrian and Bicycle Master Plan effort and getting the message out to the public.

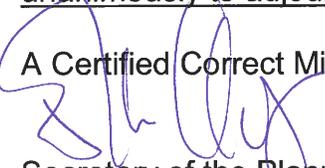
Ms. Clark also acknowledged that there had been some issues with the start-up of the Bella Vista (formerly Rancho Laguna II) development and staff had taken proactive measures with the applicant for on-site monitoring, and with a Town Inspector to be brought on to monitor major construction projects in the Town.

Ms. Clark clarified that the story poles erected on the property at 287 Rheem Boulevard had been in place since the end of August, had done their job allowing a visualization of the massing, and unless the DRB objected staff would allow the story poles to be removed. Additionally, she reported that the new Council Chambers would likely be operational by late October.

7. ADJOURNMENT

On motion by Boardmember Glover, seconded by Boardmember Crews and carried unanimously to adjourn the meeting at approximately 7:30 P.M.

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Secretary of the Planning Commission