

CITY OF COTATI
MINUTES for the Regular Meeting of the DESIGN REVIEW COMMITTEE

DATE OF MEETING: July 21, 2011
TIME OF MEETING: 4:30 pm
PLACE OF MEETING: Conference Room
201 W. Sierra Avenue

I. CALL TO ORDER

Meeting called to order by Chair Morgan at 4:30 pm

II. ROLL CALL

Committee Members Present: Davis, Robbins, Onines, Vice Chair Glendening and
Chair Morgan
Committee Members Absent: Committee Member Langberg
Staff Present: Parker, Lustig, Harris and Pajon

III. CHANGES TO AGENDA

None

IV. APPROVAL OF MINUTES

A. For the Regular Meeting of April 21, 2011

Motion:	Committee Member Davis made a motion and Committee Member Onines seconded the motion to approve the minutes of the April 21, 2011 Design Review Committee meeting.
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Yes: 4 Noes: 0 Abstain: 1 Absent: 1

B. For the Regular Meeting of May 19, 2011

Motion:	Committee Member Davis made a motion and Committee Member Onines seconded the motion to approve the minutes of the May 19, 2011 Design Review Committee meeting.
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Yes: 4 Noes: 0 Abstain: 1 Absent: 1

V. MATTERS AT HAND

A. Request for Final Design Review for construction of a single-family home located at 104 MacKinnon Court.

PA # 2/11
APN: 144-460-019

Applicant: Joyce Delario

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Assistant Planner Harris presented the project and reviewed Preliminary Design Review comments. Staff recommends approval for Final Design Review with Conditions of Approval.

In response to Committee Member Onines, Assistant Planner Harris clarified the location of the existing proposed plant material in the bioswales.

In response to Committee Member Glendening, Assistant Planner Harris reviewed the location of the lighting on the property.

In response to Committee Member Robbins, Assistant Planner Harris clarified the location of the private and public drainage facilities, the mailbox location and design requirements, and the location of the A/C unit.

Motion:	Committee Member Davis made a motion and Committee Member Robbins seconded the motion to approve Final Design Review with Conditions of Approval.
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Yes: 5 Noes: Abstain: Absent: 1

CONDITIONS OF APPROVAL

FINAL DESIGN REVIEW

1. Prior to issuance of a building permit, the applicant shall provide evidence that the Certificate(s) of Correction have been recorded at the County to the satisfaction of the City Engineer.
2. Prior to issuance of the Certificate of Occupancy, the applicant shall ensure the swales are planted to the satisfaction of the City Engineer.
3. Prior to issuance of the Certificate of Occupancy, the applicant shall obtain an encroachment permit and install a mailbox along Cypress Avenue, across from MacKinnon, in the location approved by the Post Office. The frame shall be sized to accommodate three mailboxes.
4. Prior to issuance of a ground-disturbing permit, the applicant shall demonstrate the following to the satisfaction of the Community Development Director and the City Engineer:
 - a. the driveway drainage is directed towards the on-site bioswales and/or landscaping.
 - b. the grading near the second unit remains outside of the slope setback, so that the drainage will wrap around the northeastern side of the future second unit.

VI. REPORTS BY STAFF

Assistant to the City Manager Lustig advised the Committee that the Village Walk project will be heard by Council next week and return to this Committee for Final Design Review.

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VII. REPORTS BY COMMITTEE

Committee Member Robbins advised the Committee that she would not be available for the August 18th meeting.

VIII. ADJOURNMENT

Meeting adjourned at 4:55 pm

Respectfully submitted by:

Keri Pajon

Administrative Secretary