



AGENDA

VALLEJO DESIGN REVIEW BOARD REGULAR MEETING – 7:00 P.M.

Adam Chavez, Chairperson
Latessa Alford, Vice-Chair
Tara Beasley-Stansberry
Matt Kennedy
Oskar Lugtu

VIA TELECONFERENCE

April 14, 2022

www.cityofvallejo.net

NOTICE: Members of the Public will be able to participate in-person or remotely via Zoom. City Hall and the Council Chambers will be open to members of the public 30 minutes prior to the start of the meeting.

VIEW THE MEETING:

There are four different ways you can view this public meeting:

- In Person
- Watch Vallejo local channel 28
- Stream from the City website: www.cityofvallejo.net/Streaming
- Join the Zoom webinar: <https://ZoomRegular.Cityofvallejo.net>

IMPORTANT NOTICE

This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the Design Review Board without prior notice for an item not listed on the AGENDA, no specific answers or responses should be expected at this meeting per State law.

Pursuant to Government Code Section 54954.3 of the Brown Act, members of the public shall be afforded the opportunity to speak on any agenda item of interest to them after being recognized by the presiding officer. Members of the public wishing to be so recognized are requested to submit a completed speaker card to the Secretary of the Design Review Board prior to the consideration of the item or raise their hand via ZOOM: (<https://ZoomRegular.Cityofvallejo.net>) or by phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press * 9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit www.cityofvallejo.net/publiccomment. In person speakers will be recognized first.

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Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the Design Review Board will be available on the City of Vallejo website at www.cityofvallejo.net subject to staff's ability to post the documents prior to the meeting.

Disclosure Requirements: Government Code Section 84308 (d) sets forth disclosure requirements which apply to persons who actively support or oppose projects in which they have a "financial interest", as that term is defined by the Political Reform Act of 1974. If you fall within that category, and if you (or your agent) have made a contribution of \$250 or more to any commissioner within the last twelve months to be used in a federal, state or local election, you must disclose the fact of that contribution in a statement to the Commission.

Appeal Rights: The applicant or any party adversely affected by the decision of the Design Review Board may, within ten days after the rendition of the decision of the Design Review Board, by filing a written appeal with the Director of Planning and Development Services. Such written appeal shall state the reason or reasons for the appeal and why the applicant believes he or she is adversely affected by the decision of the Design Review Board. Such appeal shall not be timely filed unless it is actually received by Director of Planning and Development Services or designee no later than the close of business on the tenth calendar day after the rendition of the decision of the Design Review Board. If such date falls on a weekend or City holiday, then the deadline shall be extended until the next regular business day.



The Council Chambers in City Hall is ADA compliant. Devices for the hearing impaired are available from the City Clerk. Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk's office no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof.

If you have any questions regarding any of the following agenda items, please call the assigned planner or project manager at (707) 648-4326.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF MINUTES**
 - a. **March 10, 2022 Minutes**
5. **WRITTEN COMMUNICATIONS**
6. **REPORT OF THE SECRETARY**
7. **CITY ATTORNEY REPORT**
8. **REPORT OF THE PRESIDING OFFICER AND MEMBERS OF THE DESIGN REVIEW BOARD AND LIAISON REPORTS**
 - A. Report of the Members of the Design Review Board
 - B. Council Liaison to Design Review Board
9. **COMMUNITY FORUM**

*Any interested members of the public desiring to communicate with the Design Review Board for which another opportunity to speak is not provided on the agenda and which is in the jurisdiction of the Design Review Board to resolve may do so in person by submitting a completed speaker's card to the Secretary or via ZOOM:(<https://ZoomRegular.Cityofvallejo.net>), or by phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press * 9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. In person speakers will be recognized first. When called upon, each speaker should step to the podium, state his/her name for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to a maximum of three minutes pursuant to Vallejo Municipal Code Section 2.02.300.*
10. **CONSENT CALENDAR AND APPROVAL OF THE AGENDA- None**
11. **PUBLIC HEARING- None**
12. **OTHER – Brown Act Presentation by City Staff**

Staff will provide an overview of the Brown Act for the Board.
13. **ADJOURNMENT**

MEETING AGENDA
Design Review Board

April 14, 2022

I, Anthony Cook, Administrative Analyst I, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Vallejo Design Review Board, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 5:00 p.m., Friday April 8, 2022.

Tony Cook

Dated: April 8, 2022

Administrative Analyst I

Minutes



MINUTES

VALLEJO DESIGN REVIEW BOARD REGULAR MEETING – 7:00 P.M.

Adam Chavez, Chairperson
Latresea Wilson Alford,
Vice-Chair
Tara Beasley-Stansberry
Matt Kennedy
Oskar Lugtu

VIA TELECONFERENCE

MARCH 10, 2022

www.cityofvallejo.net

1. CALL TO ORDER

The meeting was called to order by Chair Chavez at 7:00pm

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Vice Chair Alford, Board Members Kennedy, Lugtu; Beasley-Stansberry and Chair Chavez

Staff present: Margaret Kavanaugh-Lynch, Planning Manager

4. APPROVAL OF MINUTES

a. March 10, 2022 Minutes

Board member Kennedy moved to approve the March 10, 2022 minutes.

Vice-Chair Alford seconded

Vote: 5 Ayes, 0 Noes, Motion passes unanimously

5. WRITTEN COMMUNICATIONS - None

6. REPORT OF THE SECRETARY- None

7. CITY ATTORNEY REPORT- None

8. REPORT OF THE PRESIDING OFFICER AND MEMBERS OF THE DESIGN REVIEW BOARD AND LIAISON REPORTS

A. Report of the Members of the Design Review Board - None

B. Council Liaison to Design Review Board - None

9. COMMUNITY FORUM

10. CONSENT CALENDAR AND APPROVAL OF THE AGENDA

Chair requested a study sessions to discuss the following:

A. City Policies and Procedures of the Design Review Board

B. New Sections of the Vallejo Municipal Code related to the Board Purview.

Board member Kennedy moved to approve the consent calendar and the agenda.
Vice-Chair Alford seconded
Vote: 5 Ayes, 0 Noes, Motion passes unanimously

11. PUBLIC HEARING

Project Location: 100 Hospital Drive / APN: 0052-330-150

Project Applicant: Karine Romero Lopez

Project Description: The proposed project consists of installing solar arrays on seven elevated structures at Sutter Solano Medical Center over an existing parking lot at 100 Hospital Drive. The solar arrays will be installed on seven carport-like structures above the existing parking lot adjacent to North Camino Alto. The seven carport-like structures will have a total area of 33,697 square feet with an overall height of 14 feet and four-inches to 18 feet and four-inches. Application number: DR22-0004

CEQA Determination: The project is statutorily exempt pursuant to Public Resources Code Section 21080.35 of the California Environmental Quality Act (CEQA) because it involves the installation of a solar energy system at an existing parking lot; therefore, no further environmental review is required.

Planning Manager Kavanaugh-Lynch gave an overview of the project.

The Development responded to questions from the Board members. They noted that they will leave the existing shrubs, the surface of the arrays are non-reflective and will not be hotter than the parking lot. Any striping that is damaged during the project will be repaired.

Chair Chavez suggested to the Director that the project could consider a lighter color for the frame.

Board member Lugtu noted that the City of Vallejo should be referenced on this cover page of the plan set.

Board member Kennedy moved to adopt Resolution No. DRB22-01 to Recommend Approval to the Director for DR22-0004.

Vice-Chair Alford seconded.

Vote: 5 Ayes, 0 Noes, Motion passes unanimously.

12. OTHER – None

13. ADJOURNMENT

The meeting adjourned at 7:52 pm.