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Rebecca Mansour

## City of Sebastopol Design Review Board Staff Report

Meeting Date: April 20, 2016  
Agenda Item: 8C  
To: Design Review Board  
From: Jonathan Atkinson, Assistant Planner  
Garrett Hosley, Planning Intern  
Subject: Design Review: Facade Improvements  
Recommendation: Approval with Conditions  
Applicant/Owner: Steven Zhao  
File Number: 2016-16  
Address: 7531 Healdsburg Avenue  
CEQA Status: Categorical Exemption: Section 15301: Class 1  
General Plan: General Commercial  
Zoning: CG: General Commercial

### **Introduction:**

This is a Minor Design Review application, requesting approval to make facade improvements to a commercial building at 7531 Healdsburg Avenue. The building was built in 1971 and is currently home to Sushi Tozai, a Japanese restaurant, which has been in operation for years.

On April 5, 2016, Planning Department staff noticed that façade improvements had commenced, even though the application had not been approved by the Design Review Board. Staff contacted the applicant, as well as the contractor, who subsequently stopped work on the site, pending the outcome of the Design Review application.

On April 6, 2016, the Board initiated its review of the application. The prior project representative is no longer involved, and the applicant was unable to attend the meeting and the Board subsequently continued the application for further review.

### **Project Description:**

The project involves the installation of Standing Seam metal roofing on a mansard roof, which will replace the existing wood siding. The metal roofing will be painted off-white and have a black trim. The primary reason for the roof replacement is that the existing wood siding has fallen into a state of disrepair, which has been characterized by leaking, rot around the trim, and mold growth. The applicant has prepared a written statement as part of the Master Planning Application Form, which is attached to this staff report.

**Environmental Review:**

The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to the following:

*15301: Existing Facilities:* Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The project is consistent with this categorical exemption in that it involves the installation of a new Standing Seam metal roof, which is a minor alteration.

**General Plan Consistency:**

The General Plan Land Use Designation for the site is General Commercial. The project does not have any land use implications because it only involves façade improvements for an existing commercial building.

The application is subject to the following General Plan goal and policy:

**Land Use Element**

- *Goal 8: Create opportunities for economic development and redevelopment.*
- *Policy 28: Rehabilitate Existing Commercial Buildings: Rehabilitate existing commercial buildings and retrofit them to meet current market needs and code requirements.*

The project is consistent with this goal and policy in that it involves the rehabilitation of an existing commercial building through the replacement of roof siding, which is showing signs of disrepair.

**Zoning Ordinance Consistency:**

The site is located in the CG: General Commercial District. The project is not subject to any specific development standards required in the CG District in that it only involves exterior improvements. The project only has design review implications.

**Public Comment:**

The Planning Department has not received any comments from the public as of writing this staff report.

**City Departmental Comment:**

The Planning Department circulated the application to the following City departments for review: Building and Safety, Engineering, and Fire. The Planning Department has not received any City departmental comments as of writing this staff report.

### **Required Findings:**

Design Review: Section 17.310.030.B.2 of the Zoning Ordinance establishes the following Design Review Procedure: In considering an application for design review, the Design Review Board, or the Planning Director, as the case may be, shall determine whether:

- a) The design of the proposal would be compatible with the neighborhood or and with the general visual character of Sebastopol.
- b) The design provides appropriate transitions and relationships to adjacent properties and the public right of way.
- c) It would not impair the desirability of investment or occupation in the neighborhood.
- d) The design is internally consistent and harmonious.
- e) The design is in conformity with any guidelines and standards adopted pursuant to this Chapter.

### **Analysis:**

The project involves the installation of Standing Seam metal roofing on a mansard roof, which will replace the existing wood siding that has experienced rot, leaking, and mold growth. The project would have a minor visual impact in that it would result in the removal of existing siding and the new Standing Seam metal roofing would be painted off-white, which is comparable to the current color of the mansard roof. The Board could find the project to be appropriate for the site in that it is located on Healdsburg Avenue, which has other structures with Standing Seam metal roofing. There are also several structures throughout Sebastopol, which also have Standing Seam metal roofing. The Board could also find the project to be appropriate in that the building is currently experiencing decline, which has become visually-evident with signs of rot and mold growth on the mansard roof, and the project would mitigate the decline and contribute to the economic vitality of Healdsburg Avenue and Sebastopol.

### **Recommendation:**

Staff recommends that the Board approve the application based on the facts, findings, and analysis set forth and subject to the conditions of approval contained in this staff report, if there is a consensus that the façade improvements are compatible with the site.

Alternatively, the Board may find that revisions are necessary and a continuance is appropriate. Staff recommends that the Board provide specific direction for redesign to the applicant in the event of a continuance or rationale in the event of a denial.

**DESIGN REVIEW PERMIT: 2016-16**  
**Sushi Tozai**  
**Installation of a Standing Seam Metal Roof on Existing Mansard Structure**  
**7531 Healdsburg Avenue**

**Findings for Approval:**

1. That the project is categorically exempt from the requirements of CEQA, pursuant to Section 15301, Class 1, in that it involves the installation of a new Standing Seam metal roof, which is a minor alteration.
2. That the project is consistent with the General Plan in that it involves the rehabilitation of an existing commercial building to remove mansard roof siding that has fallen into a state of disrepair, which is a goal of the Land Use Element.
3. That the design of the project is architecturally compatible with the neighborhood and the general character of Sebastopol in that it would result in the installation of a new Standing Seam metal roof, which is characteristic of existing structures along Healdsburg Avenue and throughout the community.
4. That the design provides appropriate transitions and relationships to adjacent properties and the public right-of-way in that it replaces existing siding on a mansard roof with Standing Seam metal and does not expand the footprint of the building.
5. That the project will not impair the desirability of investment or occupation in the neighborhood in that the existing mansard roof siding is currently in a state of decline with rot and mold growth and the project will result in the installation of a new metal roof, which will enhance the building.
6. That the design of the project is internally consistent and harmonious in that the new mansard roof will use consistent materials through the utilization of Standing Seam metal.
7. That the project is consistent with the adopted Design Guidelines in that it will use Standing Seam metal, which is a durable and high quality exterior material, and would be consistent with other design elements, such as the vertical metal siding near the rear of the building.

**Recommended Conditions of Approval:**

1. Approval is granted for the Design Review submittal described in the application and plans date-stamped March 2, 2016. This approval is valid for two (2) years, except that the applicant may request a one (1) year extension of this approval from the Planning Director, pursuant to Section 17.250.050 of the Zoning Ordinance.
2. All construction shall conform to the plans date-stamped March 2, 2016, unless the design is modified herein. The applicant must obtain a Building Permit prior to the commencement of construction activities.

**Attachments:**

- Master Planning Application Form (Includes Written Statement)
- Location Map
- Color Guide
- Site Photographs
- Photograph Examples of Standing Seam Metal Roofing



# City of Sebastopol

Planning Department  
7120 Bodega Avenue  
Sebastopol, CA 95472  
(707) 823-6167 (Phone) or (707) 823-1135 (Fax)  
[www.ci.sebastopol.ca.us](http://www.ci.sebastopol.ca.us)

## MASTER PLANNING APPLICATION FORM

### PROJECT INFORMATION:

### FOR CITY USE ONLY

ADDRESS: <u>7531 Healdsburg Ave</u>	PLANNING FILE #: <u>2016 / 16</u>
PARCEL #: <u>004-291-042-000</u>	DATE FILED: <u>03/02/16</u>
PARCEL AREA: <u>9,400 Sq. Ft.</u>	TOTAL FEES PAID: <u>\$ 315 Deposit</u>
	RECEIVED BY: <u>JA</u>
	DATE APPLICATION DEEMED COMPLETE: <u>03/03/16</u>

### APPLICANT OR AGENT:

Name: Steven Zhao

Email Address: Will@swzhaoinc.com

Mailing Address: 7501 Healdsburg Ave

City/State/Zip: Sebastopol, CA. 95472

Phone: 707-812-7938

Fax: \_\_\_\_\_

Business License #: SUS0001

Signature: [Signature]

Date: 3/1/16

### OWNER OF PROPERTY

### IF OTHER THAN APPLICANT:

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Business License #: \_\_\_\_\_

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

Date: \_\_\_\_\_

*I certify that this application is being made with my consent.*

### OTHER PERSONS TO BE NOTIFIED: (Include Agents, Architects, Engineers, etc.).

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_



**PROJECT DESCRIPTION:**

DESCRIBE IN DETAIL, the proposed project and permit request. (Attach additional pages, if needed):

Replaces Siding on Mansard Roof @ Sushi Tozai  
with "Standing Seam" Metal Roof - off white w/ Black Trim.  
Current wood siding was installed wrong. It's leaking,  
Rotting around all trim and prone to heavy mold growth.

This application includes the checklist for the type of application requested:  Yes  No

Please indicate the type(s) of application that is being requested (example: Use Permit, Design Review, Variance, Planned Community Rezone, etc.):

Design Review - Mansard Roof/Siding Replacement

Please describe existing uses (businesses, residences, etc.) and other structures on the property:

Restaurant - "Sushi Tozai"

**DEVELOPMENT DATA:**

SQUARE FEET BUILDING EXISTING:		<input checked="" type="checkbox"/> N/A
SQUARE FEET BUILDING DEMOLISHED:		<input checked="" type="checkbox"/> N/A
SQUARE FEET BUILDING NEW:		<input checked="" type="checkbox"/> N/A
NET CHANGE IN BUILDING SQUARE FEET:	<u>None</u>	<input type="checkbox"/> N/A
NUMBER OF DWELLING UNITS EXISTING:	<input checked="" type="checkbox"/> 0 Bedrooms	<input type="checkbox"/> 1 Bedrooms
	<input type="checkbox"/> 2 Bedrooms	<input type="checkbox"/> 3 Bedrooms
	<input type="checkbox"/> 4+ Bedrooms	<input checked="" type="checkbox"/> N/A
NUMBER OF DWELLING UNITS PROPOSED:	<input type="checkbox"/> 0 Bedrooms	<input type="checkbox"/> 1 Bedrooms
	<input type="checkbox"/> 2 Bedrooms	<input type="checkbox"/> 3 Bedrooms
	<input type="checkbox"/> 4+ Bedrooms	<input checked="" type="checkbox"/> N/A
NET CHANGE IN DWELLING UNITS:		<input checked="" type="checkbox"/> N/A
SETBACKS:	<b>Existing:</b>	<b>Proposed:</b>
	<input type="checkbox"/> Front Yard _____	<input type="checkbox"/> Front Yard _____
	<input type="checkbox"/> Side Yard _____	<input type="checkbox"/> Side Yard _____
	<input type="checkbox"/> Rear Yard _____	<input type="checkbox"/> Rear Yard _____
	<input checked="" type="checkbox"/> N/A	<input checked="" type="checkbox"/> N/A

<b>EXISTING LOT DIMENSIONS:</b>	Front: _____ Left: _____	Rear: _____ Right: _____	<input checked="" type="checkbox"/> N/A
<b>PROPOSED LOT DIMENSIONS:</b>	Front: _____ Left: _____	Rear: _____ Right: _____	<input checked="" type="checkbox"/> N/A
<b>EXISTING LOT AREA:</b>	_____ Square Feet		<input checked="" type="checkbox"/> N/A
<b>PROPOSED LOT AREA:</b>	_____ Square Feet		<input checked="" type="checkbox"/> N/A
<b>BUILDING HEIGHT:</b>	Existing: _____	Proposed: _____	<input checked="" type="checkbox"/> N/A
<b>NUMBER OF STORIES:</b>	Existing: _____	Proposed: _____	<input checked="" type="checkbox"/> N/A
<b>PARKING SPACE (S):</b>	Existing: _____	Proposed: _____	<input checked="" type="checkbox"/> N/A
<b>ZONING</b>	Existing: _____	Proposed: _____	<input checked="" type="checkbox"/> N/A

Will the project involve a new curb cut or driveway?  Yes  No

Are there existing easements on the property?  Yes  No

Will Trees be removed?  Yes  No

If yes, please describe (**Example:** Type, Size, Location on property, etc.)


Will Existing Landscaping be revised?  Yes  No

If yes, what is square footage of new or revised landscaping?


Will Signs be Changed or Added?  Yes  No

Business: Hours of Operation? Open: \_\_\_\_\_ Close: \_\_\_\_\_

Is alcohol service proposed? **#1 Ready licensed**  Yes  No

If yes, what type of State alcohol license is proposed? \_\_\_\_\_

If yes, have you applied to the State Alcoholic Beverage Control for a license?  Yes  No

If this is a restaurant, café or other food service, bar, or nightclub, please indicate total number of seats: \_\_\_\_\_

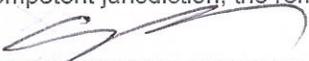
Is any live entertainment proposed?  Yes  No

If yes, please describe: \_\_\_\_\_

## INDEMNIFICATION AGREEMENT

As part of this application, applicant agrees to defend, indemnify, release and hold harmless the City, its agents, officers, attorneys, employees, boards and commissions from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void or annul the approval of this application or the adoption of the environmental document which accompanies it or otherwise arises out of or in connection with the City's action on this application. This indemnification shall include, but not be limited to, damages, costs, expenses, attorney fees or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the City's action on this application, whether or not there is concurrent passive or active negligence on the part of the City.

If, for any reason any portion of this indemnification agreement is held to be void or unenforceable by a court of competent jurisdiction, the remainder of the agreement shall remain in full force and effect.

 3/1/16 2016 - 16  
Applicant's Signature Date Signed Planning File Number

**NOTE:** The purpose of the indemnification agreement is to allow the City to be held harmless in terms of potential legal costs and liabilities in conjunction with permit processing and approval.

## NOTICE OF MAILING

Email addresses or facsimiles will be used for sending out staff reports and agendas to applicants, their representatives, property owners, and others to be notified.

**Please sign and acknowledge you have been notified of the Notice of Mailing for applications and have provided an email address or fax number.**

 Steven Zhao  
Signature Printed Name

**NOTE:** It is the responsibility of the applicant and their representative to be aware of and abide by City laws and policies. City staff, Boards, Commissions, and the City Council will review applications as required by law; however the applicant has responsibility for determining and following applicable regulations.

## NEIGHBOR NOTIFICATION

In the interest of being a good neighbor, it is highly recommended that you contact those homes or businesses directly adjacent to, or within the area of your project. Please inform them of the proposed project, including construction activity and possible impacts such as noise, traffic interruptions, dust, larger structures, tree removals, etc.

Many projects in Sebastopol are remodel projects which when initiated bring concern to neighboring property owners, resident and businesses. Construction activities can be disruptive, and additions or new buildings can affect privacy, sunlight or landscaping. Some of these concerns can be alleviated by neighbor-to-neighbor contacts early in the design and construction process.

It is a "good neighbor policy" to inform your neighbors so that they understand your project. This will enable you to begin your construction with the understanding of your neighbors and will help promote good neighborhood relationships.

Many times development projects can have an adverse effect on the tranquility of neighborhoods and tarnish relationships along the way. If you should have questions about who to contact or need property owner information in your immediate vicinity, please contact the Building and Safety Department for information at (707) 823-8597, or the Planning Department at (707) 823-6167.

I have informed site neighbors of my proposed project:

Yes

No

If yes, or if you will inform neighbors in the future, please describe outreach efforts:

Written Notices of Activity and design and time
FRAME

## WEBSITE REQUIRED FOR MAJOR PROJECTS

Applicants for major development projects (which involves proposed development of 25,000 square feet of new floor area or greater, or 25 or more dwelling units), are required to create a project website in conjunction with submittal of an application for Planning approval (including but not limited to Subdivisions, Use Permits, Rezoning's, and Design Review). Required information may be provided on an existing applicant web site.

The website address shall be provided as part of the application. The website shall be maintained and updated, as needed until final discretionary approvals are obtained for the project.

Such website shall include, at a minimum, the following information:

- ✓ Project description
- ✓ Contact information for the applicant, including address, phone number, and email address
- ✓ Map showing project location
- ✓ Photographs of project site
- ✓ Project plans and drawings



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**General Information**

**APN:** 004-291-042-000  
**Situs Address:** 7531 HEALDSBURG AVE SEBASTOPOL CA 95472-3324  
**Mailing Address:** 7501 HEALDSBURG AVE SEBASTOPOL CA 95472  
**Legal Description:** 1971 FORM PT OF 4-291-41. PCL 2 / PM 8

**Use Type:** RESTAURANT  
**Tax Rate Area:** 005-014

**CLICK HERE**  
For More Info on this Property! 

**Assessment**

**Year Assd:** 2015  
**Land:** \$224,766  
**Structure(s):** \$236,595  
**Other:**  
**Total Land and Improv:** \$461,361  
**HO Exempt?:** N  
**Exemption Amt:**

**Property Characteristics**

**Bedrooms:**  
**Baths:**  
**Bldg/Liv Area:** 2,688  
**Year Built:** 1971  
**Lot Acres:** 0.216  
**Lot SqFt:** 9,400

**Recent Sale History**

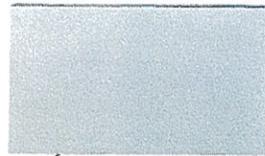
**Document Image:** [Add to Cart](#)  
**Recording Date:** 07/08/2003  
**Document #:** 2003R139057  
**Transfer Amount:** \$390,000



\*\*The information provided here is deemed reliable, but is not guaranteed.

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## PVDF (Kynar 500®) Paint System



Snowdrift White (W81)<sup>2,6</sup>



Linen White (81)<sup>1,2,3</sup>



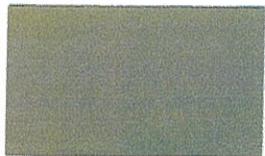
Sandstone (W51)<sup>2</sup>



Parchment (W74)<sup>2,6</sup>



Taupe (74)<sup>2</sup>



Khaki (88)<sup>2</sup>



Mansard Brown (133)<sup>2</sup>



Medium Bronze (H4)<sup>2</sup>



Weathered Copper (W50)<sup>2,6</sup>



Dark Bronze (50)<sup>2</sup>



Ash Grey (25)<sup>2</sup>



Old Town Grey (W25)<sup>2,6</sup>



Old Zinc Grey (W29)<sup>2,6</sup>



Slate Grey (W38)<sup>2,6</sup>



Matte Black (106)<sup>2</sup>



Aged Copper (65)<sup>2</sup>



Patina Green (W58)<sup>2,6</sup>



Hemlock Green (M7)<sup>2,6</sup>



Classic Green (66)<sup>2</sup>



Felt Green (W66)<sup>2,6</sup>



Patriot Red (73)<sup>2</sup>



Terra Cotta (W72)<sup>2,6</sup>



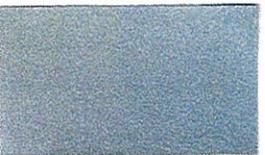
Colonial Red (W75)<sup>2,6</sup>



Brandywine (P8)<sup>2</sup>



River Teal (59)<sup>2</sup>



Metallic Silver (K7)<sup>2,4,5</sup>



Champagne Metallic (168)<sup>2,4,5</sup>



Mistique Plus (W31)<sup>2,4,5</sup>



Copper Penny (W92)<sup>2,4,5</sup>



Antique Patina (M1)<sup>2,4,5</sup>



Tahoe Blue (W71)<sup>2,6</sup>



Ocean Blue (35)



Regal Blue (W35)<sup>2,6</sup>



All Colors are Listed with ENERGY STAR® for Steep Slope Applications



<sup>1</sup> Meets or Exceeds Low Slope ENERGY STAR® Requirements

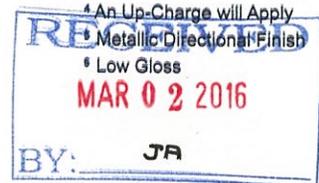
<sup>2</sup> CRRC Listed for Steep Slopes

<sup>3</sup> CRRC Listed for Low Slopes

<sup>4</sup> An Up-Charge will Apply

<sup>5</sup> Metallic Directional Finish

<sup>6</sup> Low Gloss



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**24** GAUGE

**45 Year Paint Warranty**

All colors carry a 45 year limited paint warranty. Color selections are close representations but are limited by printing and viewing conditions. Actual samples are available by request.



SUSHI TOLA

MAR 02 2016

JAF

SUSHI TOZAI

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