



City of Ukiah, CA

Design Review Board

MINUTES

Regular Meeting

October 6, 2016

Ukiah Civic Center, 300 Seminary Avenue

1. **CALL TO ORDER:** Chair Liden called the Design Review Board meeting to order at 3:10 p.m. in Conference Room #3.

2. **ROLL CALL**

Present: Member Hawkes, Morrow, Hise, Chair Liden

Absent: Member Nicholson

Staff Present: Michelle Johnson, Assistant Planner
Cathy Elawadly, Recording Secretary

Others present: Jim Johnson, Johnson Custom Landscaping
Tony Charondo, TC Construction & Design Inc.
Norman Tapia, NT Engineering
Norman Tapia, NT Engineering

3. **CORRESPONDENCE:**

4. **APPROVAL OF MINUTES:** The minutes from the September 15, 2016 and September 22, 2016 meetings will be available for review and approval at the next scheduled meeting.

5. **AUDIENCE COMMENTS ON NON-AGENDA ITEMS**

The DRB is required by the City Code to review and make a recommendation on all Site Development Permit applications.

6. **NEW BUSINESS:**

6A. Request for Review and Recommendation on a Minor Site Development Permit to expand the existing grave site area to include: live landscaping and an open Memorial Pavilion at 940 Low Gap Road: (Russian River Cemetery District).

Assistant Planner Johnson:

- On September 22, 2016 the DRB reviewed the proposed landscaping plan for an open Memorial Pavilion to be located at the Ukiah Cemetery owned by the Russian River Cemetery District. The plans reviewed at the meeting omitted the building plans and elevation drawings and the plans for the pavilion needed to be included as part of the approval of the project so the DRB is meeting today to review the landscaping and pavilion as a complete project.

Tony Charondo:

- The project is a niche pavilion/columbarium and/or mausoleum for cremations.
- Referred to the building plans and corresponding design of the pavilion and noted:
 - The pavilion has six columns and each column will be surrounded by a columbarium more commonly known as niche where people that are cremated are placed as their final interment.

- 1 ▪ The pavilion will provide shade and shelter from the weather for the people
- 2 visiting their loved ones.
- 3 ▪ The pavilion will also allow the cemetery to hold services.
- 4 ▪ Benches will be placed in the pavilion so people can sit.
- 5

6 **Member Hise:**

- 7 • Referred to the building plans and inquired whether the 'golden garnet granite' colored
- 8 boxes contain the ashes of people.
- 9 • Requested clarification the opening part of the boxes face outward.
- 10 • Would like to see less color contrast for the granite shutters that are light in color (golden
- 11 garnet granite) and the corresponding castings that are of a dark color (New Dakota aka
- 12 Dakota Mahogany Granite).
- 13

14 **Chair Liden:**

- 15 • Asked about the roof and application of 'shingle lab.'
- 16 • Asked about the material for the floor.
- 17 • Asked if the landscaping for the pavilion will be installed after the structure is built?
- 18 • Asked about the sidewalk that goes around the pavilion and corresponding shape.
- 19

20 **Tony Charondo:**

- 21 • Referred to the project rendering, Sheet A-1 and floor plan of the building plans, sheet A-
- 22 3 and confirmed the boxes are granite shutters to be 3/4" Golden Garnet Granite and
- 23 explained how these boxes will be integrated into casings trim to be 3/4" New Dakota
- 24 Granite in the six columns. The columbarium granite shutters are to be installed with
- 25 aeon hardware system. Confirmed the boxes would face outward and explained how this
- 26 works. The boxes are removable when it is time for interment and remains placed inside
- 27 and secured into the aeon hardware system.
- 28 • Referred to the design of the pavilion and talked more about the granite shutters, niche
- 29 castings, and hardware structure and/or all other structural components as to how the
- 30 pavilion is designed to work.
- 31 • The pavilion has a roof that overlaps and referred to building plans, Sheet A-5 and A-7.
- 32 • The pavilion will feature no lighting or signs.
- 33 • The floor is a concrete slab to be stamped concrete with acid stain and wet look sealer.
- 34 • Specifically, site plan sheet A-4 shows the Christy castings details and specifications,
- 35 and sheet A-8 shows the Niche castings plan and detail.
- 36

37 **Member Hawkes:**

- 38 • Asked if the plantings and irrigation features/system are part of the project plans?
- 39 • Referred to the building plans and related area immediately located next to the pavilion
- 40 and asked if this would be used as potential grave sites.
- 41

42 **Jim Johnson:**

- 43 • Confirmed he will install the landscaping for the pavilion after it is constructed and noted
- 44 there is not a tremendous amount of live plantings and is designed to be low
- 45 maintenance.
- 46 • Acknowledged the sidewalk that goes around the pavilion is in the symbol and/or shape
- 47 of a police badge because the intent of the pavilion was to dedicate it to policemen and
- 48 firemen and it is for public use.
- 49 • Confirmed the plantings and irrigation plans are part of the pavilion project.
- 50 • Confirmed beyond the pavilion and badge shaped sidewalk everything else are grave
- 51 sites and demonstrated the location on the site plan.
- 52

53 There was a general discussion about the layout/configuration of the cemetery in general in

54 connection with the immediate areas located to the north, northwest and northeast that include

1 residential, vineyards and schools. Also, talked about the existing infrastructure in and around the
2 pavilion.

3
4 **Jim Johnson:**

- 5 • Acknowledged the northwest corner of the subject property is residential and showed the
6 location of a row of trees that were recently planted in this area. The trees were planted
7 in anticipation of the new pavilion.

8
9 **Assistant Planner Johnson:**

- 10 • There will be no trees around the pavilion.

11
12 **Member Hawkes:**

- 13 • Asked what the scope of the project entails?

14
15 **Assistant Planner Johnson:**

- 16 • The scope of the project includes the landscaping and pavilion structure and/or just the
17 rectangular area as shown on the site plans.
- 18 • The only item the DRB is approving today is the pavilion and the landscaping around it.
- 19 • The project will be reviewed by the Zoning Administrator.

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21 **Member Hawkes:**

- 22 • Is fine with the project.

23
24 **Member Hise:**

- 25 • While the materials for the shutters and castings are quality, the contrast between the two
26 color schemes for the granite material makes the columns looked 'striped.' If Dakota
27 Mahogany granite were used in conjunction with a color scheme other than Golden
28 Garnet Granite, the appearance would be more harmonious where all the other colors for
29 the building would blend better aesthetically.
- 30 • Asked about why the window frames on top of the pavilion are white instead of a darker
31 color. The trim for the window would be more aesthetically pleasing and complimentary to
32 the building if color was of a darker shade.
- 33 • The Dakota Mahogany granite relative to the shutter comes in a 'flame' finish which is
34 fairly rough. Could do a 'flamed and polish' finish interchangeably and this would be a
35 subtle transition or use a polished Dakota Mahogany and flamed granite for the shutters.
36 This would provide for a sophisticated appearance. This is only a suggestion. Is of the
37 opinion if the colors were less contrasting the columns would not be so definitively
38 striking in appearance and would be more subtle.
- 39 • Would recommend changing out the white paint on the window trim for a color that is
40 more harmonious.
- 41 • Supports using flamed granite because it gives the material texture and does not reflect.
42 Understands this may be problematic with graffiti and cleaning it. Unlike polished finish
43 flamed is actually a rough finish.

44
45 **Norman Tapia:**

- 46 • Asked about the timeline once the project was approved.

47
48 **Assistant Planner Johnson:**

- 49 • The next step is a public hearing by the Zoning Administrator.

50
51 **Tony Charondo:**

- 52 • The problem with a flamed granite finish is that it is not very easy to maintain because of
53 water spots and the like. When the granite is polished this pretty much seals the surface
54 of the granite so anything from acid rain to sprinkling water and/or anything that gets

- 1 splattered is easy to wipe off. When the stone is clear the porous parts are open making
2 it easy to wipe off.
- 3 • He is a general contractor and his company builds mausoleums/columbariums all over
4 the world.
 - 5 • 99% of the projects his company does are two-toned colors where there is a clear
6 contrast between the shutters and the rest of the trim. If the wall happens to be too long
7 finds it necessary to break up the monotony with vertical trims that are totally different
8 than the shutters. The intent is to make the shutters clearly visible because this is where
9 the remains of the person go.
 - 10 • Flamed granite is difficult to clean.

11
12 **Member Morrow:**

- 13 • Is there some reason for having the white frames for the windows and/or breeze-ways.
14 Would recommend a color that matches at least the gray of the gutters.
- 15 • Does not have any strong opinions concerning the proposed project.

16
17 **Tony Charondo:**

- 18 • The white vinyl for the window trim comes in different colors, such as almond.
- 19 • The intent was to construct a pavilion that requires little maintenance.
- 20 • Showed examples of other pavilions his company has constructed.

21
22 **DRB** is fine with the proposed landscaping, as presented.

23
24 **M/S Hawks/Morrow** The DRB likes the plan and recommends Zoning Administrator approval of
25 the Minor Site Development Permit to expand the existing grave site area to include: live
26 landscaping and an open Memorial Pavilion at 940 Low Gap Road: (Russian River Cemetery
27 District) with recommended comments as follows: 1) window trim be a darker color to contrast
28 less; 2) Columns should not have such a definitive striped appearance having less contrast. The
29 DRB accepts the landscaping plan, as submitted. Motion carried (4-0).

30
31 **Assistant Planner Johnson:**

- 32 • Provided an update on the Chop Chop outdoor dining permit:
 - 33 ▪ While Craig Strattman, owner of Chop Chop, still intends to install the thatch
34 umbrellas as approved by the DRB at the September 22, 2016 meeting he
35 proposes a temporary solution for the interim until next spring. He would like to
36 replace the existing shade cover with 'Apontus Market Patio Umbrella Tilt with
37 Crank 9' Red: Patio, Lawn & Garden' and is researching this product that is sold
38 on Amazon.com.
 - 39 ▪ The plan is to remove the existing shade cover and install the new umbrellas as
40 soon as possible.

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42 **DRB** is fine with the aforementioned temporary solution.

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44 **7. MATTERS FROM THE BOARD:**

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46 **8. MATTERS FROM STAFF:**

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48 **9. SET NEXT MEETING**

49 The next regular meeting will be scheduled based on project need.

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51 **10. ADJOURNMENT**

52 The meeting adjourned at 4:19 p.m.

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Cathy Elawadly, Recording Secretary