

**CITY COUNCIL
AGENDA REPORT**



**CITY OF MILLBRAE
621 Magnolia Avenue
Millbrae, CA 94030**

<p>SUBJECT: Continuation of the January 8, 2019 Study Session, to receive information on the Design Review Permit application for the Gateway at Millbrae Station Project in advance of the future public hearings where the design review permit and master sign program will be considered for approval.</p> <p>ATTACHMENTS:</p> <ul style="list-style-type: none"> • Gateway at Millbrae Station Design Review Permit Project Plans previously sent with January 8, 2019 Council report. 	<p>Report No.</p>
	<p>For Agenda of: January 22, 2019</p>
	<p>Department: Community Development Department</p>
	<p>Originator: Bradley J. Misner, AICP Interim Community Development Director</p> <p><i>Bradley J. Misner</i></p>
<p>Approved:</p> <p><i>[Signature]</i></p>	
<p>Budget Action Yes: ___ No: <u>X</u></p>	<p>Finance Review:</p>

<p>REPORT TYPE: ACTION ___ INFORMATIONAL <u>X</u></p>
<p>ITEM TYPE: CONSENT ___ PUBLIC HEARING ___ EXISTING BUSINESS <u>X</u> NEW BUSINESS ___</p>

RECOMMENDATION:

Staff recommends that the City Council review the report and provide direction to staff concerning the continuation of the Study Session, initiated on January 8, 2019, for the consideration of the design review application for the Gateway at Millbrae Station Project. This study session will provide input and guidance in advance of the future public hearing where the design review permit and master sign program will be considered for approval.

BACKGROUND:

On April 10, 2018, Millbrae City Council approved a Development Agreement and associated entitlements for the Gateway at Millbrae Station project for the development of a transit-oriented development (TOD) that once constructed will include 4 buildings on approximately 11 acres of the existing Bay Area Rapid Transit District (BART) surface parking lot at the Millbrae Intermodal Station. This mixed-use project includes commercial office, housing, retail and hotel uses that will take advantage of an opportunity site and as designed is expected to capitalize on an underutilized asset while providing benefits to the local community and region.

ANALYSIS:

The City Council held a public hearing on April 10, 2018 for the Gateway at Millbrae Station Project (Project) and adopted an ordinance and resolutions establishing necessary entitlements for the Project. As part of overall development review and approval process, design review permitting is required pursuant to Article XXV Chapter 10.05.2500 of the Millbrae Municipal Code. This code ensures discretionary review of the proposed project to ensure findings of fact can be made related generally to architecture, landscaping, general appearance of buildings, visual impacts from principal rooms of adjacent residences, and that the project will not be a detriment to the city. A discretionary decision is one in which a specific project, application, or set of facts is being evaluated for compliance with established policies or rules. Questions concerning the Council's ability to implement design changes to projects with previous land use entitlements have arisen. Therefore, staff has analyzed the findings required for a Design Review Permit, as set forth in Article XXV Chapter 10.05.2500. While these findings have broad categories, in staff's opinion, Council has latitude to implement design improvements and the ability to ensure high quality design. Staff is continuing to evaluate the scope of authority related to discretionary design review and is researching how other municipalities approach design review. More information will be forthcoming as the projects move forward to the formal Design Review Permit hearings.

Further consideration of the Project through City Council design review, allows for the review of architectural drawings, including site plans and elevations. These plans include the height, bulk and types of exterior colors, materials, and textures along with perspective drawings illustrating what the structures will look like upon completion. Following approval of the design review permit the applicant shall not selectively alter or omit any aspects of the approved Design Review Permit, without first obtaining City Council approval prior to issuance of a building permit.

STUDY SESSION

Council initiated a Study Session on January 8, 2019, however that study session needed to be continued due to time constraints and other items of business on the January 8, 2019 City Council agenda for Council action.

Accordingly, this Study Session will continue Council's discussion to provide meaningful input and guidance for the project applicant. Also, this Study Session allows for another opportunity for the public and Council to receive information on the components of the project. This Study Session is only informational and will not include action on the design review permit for the Project. The project will require formal public hearings by the Planning Commission and City Council, at which time action to approve the Design Review Permit for the Gateway at Millbrae Station project may occur.

The Study Session should continue to focus on the design aspects of the project in relation to the following:

- Urban Design/Architecture
- Architecture of each Building

- Signage (Master Sign Program and City Gateway Signage)
- Landscape Design
- Public Art

FISCAL IMPACT:

In that this is a Study Session intended to provide design feedback for a Design Review Permit, there is no fiscal impact from this item.

COUNCIL ACTION:

Conduct the continuation of the Study Session, initiated on January 8, 2019, to provide direction to the project applicant and staff for the consideration of the design review application for the Gateway at Millbrae Station Project.