



CITY OF CARMEL-BY-THE-SEA

Early Policy Direction – Potential Reinstatement of the Design Review Board “DRB”

City Council
June 6, 2023



Background

- 2000: DRB Established
 - Shifted design review for development projects from Planning Commission
 - Land use matters still require PC approval (e.g.: Variances, Use Permits)
- 2009: DRB Dissolved
 - Re-combined duties with PC
 - Specific reasons cited:
 - Difficulty filling both hearing bodies
 - Impacts to staff workload supporting two separate bodies
 - Issues with consistency of design review between PC and DRB
- ~2020 to Present: Renewed Interest in DRB by Council and Community
 - Increased emphasis on design review
 - Strategic priority item (combined with Design Traditions item)
- April 4th, 2023 Council Meeting
 - Affirmed desire to move forward with creation of DRB
 - Direct staff to return with overview of previous Carmel DRB process and City of Monterey 'ARC' process



Carmel Design Review Board 2000-2009

- Established in year 2000
- Consisted of five (5) members
 - Preference (not required) for background in design related field
 - Must be elector of the City
- Reviewed design of new construction and major alterations
 - Decision making body – not advisory
 - Conducted two (2) hearings on each project
 - Appealable to City Council
- Did not include projects with land use entitlements (e.g.: Use Permit, etc.)
 - Design of these projects did not go to DRB, and was considered only by PC
- Decisions requiring other bodies (Forest and Beach) took place prior to DRB



Monterey Architectural Review Committee

- Long standing committee
- Consists of Seven (7) members
 - Required for one (1) member with background in design related field
- Reviews all design related projects unless “minor” or historic
 - Decision making body – not advisory
 - Conducts two (2) hearings on each project, and meets twice per month
 - Appealable to City Council
- Includes projects with land use entitlements and tree removal
 - Planning Commission must render decision on Land Use prior to ARC hearing
 - Monterey does not have Forest and Beach Commission – ARC approves
- Projects involving historic resources do not go to ARC, they are considered by the City’s Historic Preservation Committee



Policy Considerations

- Approving body or recommending body?
 - Does the DRB make final decisions or just recommend to PC
- Division of duties between DRB and PC?
 - Does DRB review ALL design, and when needed, PC also acts on land use?
- Appointment criteria?
 - Previous DRB:
 - 5 members
 - Various design adjacent backgrounds
 - Architecture
 - Landscape
 - Construction
 - Artist



Policy Considerations (Cont.)

- Impact of adding steps in the current development application process?
 - Forest and Beach Commission
 - Historic Resources Board
 - Planning Commission
- Without design review, what do PC agendas focus on?
- How to handle aspects of development projects requiring PC approval?
 - Variations
 - Height
 - Setback
 - Parking
 - Etc.
 - Use Permits
 - Underground parking
 - Sites with 30% slope
 - Increased density
 - Etc.
 - Design Related
 - Garage in setback
 - Retaining wall height
 - Fences higher than limit
 - Etc.
 - Other
 - Lot line adjustment
 - Coastal Dev. Permit



Implementation

- If DRB is re-established:
 - Draft Ordinance and bylaws to create DRB
 - Update Municipal Code
 - PC hearing
 - Council Adoption (x2)
 - Coastal Commission Certification (LCP Amendment)

NOTE: Same path for Design Guidelines update



Policy Guidance

Requesting early policy direction on the potential reinstatement of the Design Review Board