

**MINUTES OF THE REGULAR MEETING OF THE  
DESIGN REVIEW BOARD  
CITY OF SOUTH PASADENA  
CONVENED THIS 2<sup>ND</sup> DAY OF JUNE, 2015  
MAYOR'S CONFERENCE ROOM  
1424 MISSION STREET**

ROLL CALL		<p>The meeting convened at: 7:00 PM</p> <p>Board Members Present: Conrado Lopez (Chair), Fi Cambell and Jim Fenske and Amy Nettleton</p> <p>Board Members Absent: Susan Masterman (Vice-Chair),</p> <p>Staff Liaison: John Mayer, Senior Planner</p>
NON-AGENDA ITEMS	1.	None.
CONTINUED ITEMS	2.	None.
NEW ITEMS	3.	<p><b>1211 Lyndon Street</b>  <b>Project Number: 1783-DRX</b>  <b>Applicant: John Wu, Architect</b></p> <p><b>Project Information:</b>  A request for Design Review Board approval for a proposed 1,861 square foot two-story addition to an existing two-story duplex. The 1,120 square foot first floor addition and 741 square foot second floor addition would occur in the front of the home, and would affect one unit. The project involves bringing parking into compliance with a new guest parking space, tandem one-car carport, and one-car garage. The exterior materials will consist of the following: metal shingle roofing, aluminum windows, and plaster siding.</p> <p><b>Presentation:</b>  John Wu (project architect) presented his project and responded to questions about material of the balcony railing, doors, and windows. He responded to Board member comment regarding symmetry of the existing windows on the elevations.</p> <p><b>Public Comment:</b>  Katheryn Jager (Diamond Avenue neighbor) raised questions about the roof material and the view of the project from her house.</p> <p><b>Board Discussion/Decision:</b>  Board members discussed the proposed facades and issues with symmetry,</p>

		<p>the mix-match of window frame materials, location of existing trees, the needs for additional details, and fine tuning of the design.</p> <p>Motion/Second (Lopez/Fenske) to <b>CONTINUE</b> the project with the following items to be addressed for the July 6, 2015 hearing: 1) Re-organize the facades to address the lack of symmetry with windows and doors; 2) all new windows materials shall match the existing; 3) provide section details of doors, windows, railings, garage door, and all other architectural features; 4) make a notation of the roof material; 5) investigate whether existing trees will survive after the addition is built; 6) include plantings for screening on the east side; 7) ensure the elevations are accurate and are consistent with the other plans (i.e. floor plan); and 8) enhance the front entrance.</p> <p>The motion carried 4-0 (Masterman absent).</p>
	4.	<p><b>615 Milan Avenue</b> <b>Project Number: 1815-DRX</b> <b>Applicant: Jon Roberts</b></p> <p><b>Project Information:</b> A request for Design Review Board approval for a 547 square foot addition to the rear of an existing 1,784 square foot single-family home. New windows and exterior doors match existing wood materials. The project intends to create a Craftsman style design for the home and includes a front façade change and new wood siding on the front and side elevations of the home. The front façade change includes new wood siding, a trellis, and river rock details.</p> <p><b>Presentation:</b> Lisa Landsworth (project architect) presented her project and responded to questions about the river rock materials. She responded to comments about the front porch and existing architectural features.</p> <p><b>Public Comment:</b> None.</p> <p><b>Board Discussion/Decision:</b> Board members noted that a roof over the porch would help enhance the home's appearance. Staff will review the zoning conflict regarding the existing porch and front yard setback issue. There was some discussion about the light fixtures and roofing material.</p> <p>Motion/Second (Nettleton /Lopez) to <b>APPROVE</b> the project with the following <b>CONDITION:</b> The applicant shall not proceed to Plan Check until the Design Review Board Chairperson reviews and approves the</p>

		<p>following information on revised plans: Detail drawing for the railings, Notation for “full-real size river rock”, and notations that guarantee protection of the existing trees.</p> <p>This motion was made on the finding that the project complies with Design Guidelines of the City of South Pasadena and the required findings contained in South Pasadena Municipal Code Section 36.410.040 to approve the design review application.</p> <p>The motion carried 4-0 (Masterman Absent).</p>
	5.	<p><b>1500 Santa Teresa Street</b> <b>Project Number: 1811-DRX</b> <b>Applicant: Michael Liu</b></p> <p><b>Project Information:</b> A request for Design Review Board approval for construction of a 309 square foot first-story addition to the front and a 404 square foot first-story addition to the rear of an existing two-story, single family home. A new one-vehicle garage is being proposed adjacent to the existing front two-vehicle garage. New roofing and windows will match existing tile roofing and vinyl windows. Stucco siding will replace existing wood siding and stone veneer is proposed along the bottom front elevation.</p> <p><b>Presentation:</b> Michael Liu (project architect) presented his project and responded to questions about the garage and the location of a balcony.</p> <p><b>Public Comment:</b> None</p> <p><b>Board Discussion/Decision:</b> Board members raised concerns about the look of three garage doors facing the street and its flat appearance. There was discussion about the home’s architectural style and the proposed columns.</p> <p>Motion/Second (Lopez/Cambell) to <b>CONTINUE</b> the project with the following items to be addressed for the July 6, 2015 hearing: 1) provide window details including the size of the window sill; 2) provide a railing detail; 3) find a design solution to the flat appearance of the 3-car garage doors; 4)decorative stone should wrap around the corner and continue along the elevation; 5) reconsider the style of the proposed columns at the entrance.</p> <p>The motion carried 4-0 (Masterman Absent).</p>

	<p>6. <b>711 Fair Oaks Avenue</b> <b>Project Number: 1819-DRX</b> <b>Applicant: Christobal Quintanilla</b></p> <p><b>Project Information:</b> A request for Design Review Board approval for a 14.4 sq. ft. wall sign with illuminated channel letters. The proposed sign will read “Pink Nails” The color of the sign will be hot pink. The dimensions of the sign will be 18” x 108”. The proposed materials for the sign will be acrylic plastic.</p> <p><b>Presentation:</b> Christobal Quintanilla presented his project and responded to questions about the letters and sign illumination.</p> <p><b>Public Comment:</b> None</p> <p><b>Board Discussion/Decision:</b> Board members discussed the proposed font of the letters and the color.</p> <p>Motion/Second (Fenske/Lopez) to <b>APPROVE</b> the project as submitted.</p> <p>This motion was made on the finding that the project complies with Design Guidelines of the City of South Pasadena and the required findings contained in South Pasadena Municipal Code Section 36.410.040 to approve the design review application.</p> <p>The motion carried 4-0 (Masterman absent).</p>
	<p>7. <b>322 Hawthorne Street</b> <b>Project Number: 1822-DRX</b> <b>Applicant: Joseph John Rappa</b></p> <p><b>Project Information:</b> A request for Design Review Board approval to demolish an existing 181 sq. ft. single vehicle detached garage and build a new 441 sq. ft. two vehicle detached garage. The new garage materials will consist of stucco siding for the side elevations and the rear elevation only. The front elevation of the garage will be wood panel siding, to match the existing house. The roofing materials will consist of composition asphalt shingles. A 55 sq. ft. patio cover/overhang eave will be removed from the rear elevation of the house. This is required because there is a mandatory building separation setback of 10’ between the house the new garage.</p> <p><b>Presentation:</b> Louis Lee (property owner) presented his project and responded to</p>

	<p>questions about the driveway and the exterior materials of the garage.</p> <p><b>Public Comment:</b> None</p> <p><b>Board Discussion/Decision:</b> Board members discussed the design features of the garage including: the exterior materials, roof eaves, and the proposed garage door.</p> <p>Motion/Second (Nettleton/Fenske) to <b>APPROVE</b> the project with the following <b>CONDITION:</b> A Building Permit shall not be issued until the Design Review Board Chairperson reviews and approves the following changes: extended roof eaves, Craftsman-style garage door, and wood siding on all four sides of the garage.</p> <p>This motion was made on the finding that the project complies with Design Guidelines of the City of South Pasadena and the required findings contained in South Pasadena Municipal Code Section 36.410.040 to approve the design review application.</p> <p>The motion carried 4-0 (Masterman absent).</p>
8.	<p><b>1318 Fair Oaks Avenue</b> <b>Project Number: 1823-DRX</b> <b>Applicant: Juan Estrada</b></p> <p><b>Project Information:</b> A request for Design Review Board approval for a 32.2 sq. ft. wall sign with illuminated channel letters. The proposed sign will read “FAIR OAKS ORTHODONTIC” The color of the sign will be blue and white. The proposed materials for the sign will be acrylic plastic.</p> <p><b>Presentation:</b> Juan Estrada presented his project and responded to questions about the proposed raceway detail behind the letters and lamination. He responded to questions and comments about mounting the sign to the building’s brick façade.</p> <p><b>Public Comment:</b> None</p> <p><b>Board Discussion/Decision:</b> The Board discussed the size of the sign, the proposed raceway detail behind the letters, and illumination of the letters.</p> <p>Motion/Second (Fenske/Lopez) to <b>CONTINUE</b> the project with the</p>

	<p>following items to be addressed for the July 6, 2015 hearing: 1) Reduce the overall size of the sign; and 2) eliminate the proposed raceway fixture behind the letters.</p> <p>The motion carried 4-0 (Masterman absent).</p>
9.	<p><b>1040 Arroyo Drive</b> <b>Project Number: 1825-DRX</b> <b>Applicant: Anthony Palmisano, Architect</b></p> <p><b>Project Information:</b> A request for Design Review Board approval to make some changes to the façade of a commercial office building. The proposed changes would include the installation of Resysta, which is a material that has the appearance of wood but it is not. The Resysta materials will be placed in the front of the building on the west elevation with a new man door and a new full height fixed window. The Resysta materials will also be installed on the north elevation of the building.</p> <p><b>Presentation:</b> Anthony Palmisano presented his project and responded to questions about some of the details.</p> <p><b>Public Comment:</b> None</p> <p><b>Board Discussion/Decision:</b> Board members discussed the details and noted some inconsistencies between the drawings and other materials submitted.</p> <p>Motion/Second (Fenske/Lopez) to <b>APPROVE</b> the project with the following <b>CONDITION:</b> A Building Permit shall not be issued until the Design Review Board Chairperson reviews and approves the following: 1) notations on the plans indicating the correct materials and colors; 2) additional elevations as seen from the interior of the parking structure; 3) additional details on windows and doors; and 4) fix inconsistent notes regarding the materials.</p> <p>This motion was made on the finding that the project complies with Design Guidelines of the City of South Pasadena and the required findings contained in South Pasadena Municipal Code Section 36.410.040 to approve the design review application.</p> <p>The motion carried 4-0 (Masterman absent).</p>

DISCUSSION ITEMS	10.	None.
BOARD COMMENTS	11.	None.
STAFF COMMENTS	12.	None.
APPROVAL OF MINUTES	13.	<b>Minutes of the regular meeting of May5, 2015</b> The Minutes were approved.
ADJOURNMENT	14.	The meeting adjourned at 9:00 P.M. to the next regularly scheduled meeting on July 7, 2015 at 7 P.M.

Approved,

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Conrado Lopez, Chair

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Date