

**MINUTES OF THE REGULAR MEETING OF THE  
DESIGN REVIEW BOARD**

**CITY OF SOUTH PASADENA**

**CONVENED THIS 7<sup>TH</sup> DAY OF SEPTEMBER, 2017**

**AMEDEE O. "DICK" RICHARDS, JR. CITY COUNCIL CHAMBERS  
1424 MISSION STREET**

**ROLL CALL**

The meeting convened at: 7:00 pm

Board Members Present: Jim Fenske (Vice Chair), Susan Masterman, Mark Smeaton, Michael Lejeune

Board Member Absent: Conrado Lopez (Chair)

Staff Liason: Edwar Sissi, Assistant Planner

**NON-AGENDA ITEMS**

1. Susan Masterman took a moment to welcome the newly appointed DRB Member, Michael Lejeune.

**CONTINUED ITEMS**

2. No Continued Items

**NEW ITEMS**

3. **Project Address:** 2044 Monterey Road  
**Project Number:** 2003-DRX  
**Applicant:** Mary Chou, Architect  
**Potential Historic District:** Not Applicable

**Project Information:**

A request for Design Review Board approval for a 575 sq. ft. single story addition to an existing 1,690 sq. ft. single story house on an 11,231 sq. ft. lot. The single story addition will consist of a new family room and a bedroom. The existing house will be changing to a Spanish design style. The proposed exterior material will consist of sand-float stucco, red clay tile roof, and vinyl windows. The property owner is also seeking the approval for the unpermitted conversion of the garage to a carport. The existing garage door was removed.

**Presentation:**

Ms. Chou presented the project and noted that the owners love Spanish style home and to update the design of their existing house to reflect that. The proposed addition will be modest in size, and result in a 2,000+ s.f.house on an 11,000 s.f. lot.

**Questions from the Board:**

Masterman: Asked why there was no floor plan present in the design proposal drawings submitted. She noted that there was a roof plan but no floor plan.

Chou: presented a small floor plan to the Board as it was an apparent oversight to exclude them in the drawings.

Masterman: Wanted information on the selected window manufacturer as it is a choice unfamiliar to her.

Chou: the manufacturer was selected that could provide a window that meet the needs of the project and was cost effective. The windows will be nail-in and are wood with aluminum cladding for durability and maintenance and they will have simulated divided lites.

Masterman: Wanted clarity if the window was nail in or set in the frame. She also noted that the applicant will have double hung windows and casement windows, but if the details will be the same.

Chou: The windows will be nail in and they will have the same details.

Masterman: Inquired why the applicant went with a clay S-tile rather than a two-piece.

Chou: The S-tile will be on top of the existing roof and a lighter tile is needed.

Masterman: Inquired about the stucco finish and if the pre-existing finish on the front garden wall will be the same as proposed on the house.

Chou: The stucco will match the wall.

Smeaton: Noted that the applicant did not submit any window details and that it should have been provided. Wanted to see an existing roof plan that was not included with the submitted drawings. Thought the windows pattern of the front elevation was inconsistent, and thinks all the windows should have similar proportions and details, such as making all the windows have the arched top.

Fenske: Asked if the stucco finish was smooth, steel troweled, or sand finish. The finish needs to be noted in the drawings.

Chou: The stucco will be a sand finish and will match the existing garden wall.

Fenske: Noted that the roof eave detail needs to be clarified and if there are exposed rafters, and what will be visible. Also noted that a gutter detail needs to be worked out. He would like to see a Spanish-Colonial cap on the chimney.

Smeaton: Inquired if all the plaster work was bull-nose and that it would be a preferred detail. Noted his concern of the shed roof on the front elevation, but would like to see a 3d model to better understand the project.

Chou: Believes that the fusion of architectural styling with the roofing planes was in keeping with the overall design since this is not a completely Spanish-style house.

**Applicant Response:**

No additional response.

**Public Comments:**

No public comments.

**Board Discussion:**

Masterman: Expressed her gratitude to the applicant for presenting a clear application, although some key detailing was missing such as the floor plan, window detailing, roofing eaves. Believes that the general massing, style and scale is terrific for this particular block of the street. She particularly likes the round turret and wanted the applicant to look at a great example of one in San Marino off Monterey Road. The roof plan is not clear, and some valleys and hips are missing, but the overall picture is terrific.

Smeaton: Noted the difficulty in changing home styles and within in budget. The overall project looks great, but key details as Susan Masterman mentioned need to be presented. Initially was concerned about the mass and scale of the turret, but is warming up to it and thinks it is a good element.

Lejeune & Smeaton: Inquired about the west elevation window that is peeking over the existing driveway gate. They also asked if the gate was existing or if it is new.

Smeaton: Asked Staff for clarity on the garage that is noted as an illegal conversion and if the Board can approve it as a carport or a reconvered garage.

Sissi: Noted that a carport has to have two sides open and that unless it is shown on the drawings as such, then it remains a garage.

Chou: Noted that the owners will reconvert the garage, but they will not use it as a garage and will use it as an office.

Sissi: Noted that the carport cannot be a carport unless it is shown to comply with the definition of being open on two sides. The Board can approve the carport as a condition that the applicant return with a carport design for Chair Review, or they can condition that it remain a garage with a selected door for review.

Smeaton: Inquired if the carport can closed on three sides.

Sissi: No, it needs to be open on at least two sides.

Owner of property: Noted that the existing garage is an office, and that Planning is requiring him to reconvert it to a garage, however he intends to reconvert it right back into an office.

Chou: Asked if the Board can approve the project without a garage door. She also mentioned that Planning staff mentioned that the project as presented would be considered a carport.

Sissi: Reiterated that a carport is defined under the "Definitions" section of the SPMC under "garage/carport", and that it must be open on at least two sides.

Smeaton: Would suggest a more architecturally appropriate driveway gate style such as wrought iron.

**DECISION:**

Masterman: Made a motion to CONTINUE the project to come back with a floor plan, details of how the windows sit in the walls at the three conditions (turret, the thicker furred walls of the living room, and elsewhere), a roof plan, a profile detail through the roof eaves and rafter tails, and a possible 3d model.

Smeaton: Seconded the motion.

***CONTINUED TO THE NEXT DRB MEETING BY 4-0 (Lopez absent)***

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<b>4. Project Address:</b>	<b>2061 Fair Oaks Avenue</b>
<b>Project Number:</b>	<b>2018-DRX</b>
<b>Applicant:</b>	<b>Jeremy Calva, Owner</b>
<b>Potential Historic District:</b>	<b>2000 Block Fair Oaks</b>

*Note: Susan Masterman recused herself from the Chamber during the project presentation and decision as this was her project.*

**Project Information:**

The Design Review Board will consider a request for the approval of a proposed 549 sf. addition to add two bedrooms and a bathroom to the existing single family residence. The addition will match the existing rooflines, pitch, and surface material. The proposed addition will continue along with the current garage setback. The current structure is a 1,590 sf. three bedroom home on a 15,100 sf. lot

**Presentation:**

Iris do Santos presented the project and noted that it was a straight forward addition of two bedrooms and a bath along the south side of the house. Everything is matching the existing including stucco finish, roof lines, and details.

**Questions from the Board:**

Smeaton: Noted that he does not have any questions as this project is straight forward.

Lejeune: Noted that he would be concerned if the materials did not match the existing, but that is not the case here.

Fenske: Noted that he has no questions of the project.

**Applicant Response:**

No additional response from the applicant.

**Public Comments:**

No public comments.

**Board Discussion:**

No further discussion from the Board.

**DECISION:**

Lejeune: Made a motion to APPROVE THE PROJECT AS SUBMITTED.

Fenske: Seconded the motion

***APPROVED AS SUBMITTED. 3-0 (Masterman Recused, Lopez absent)***

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|------------------------------|-----------------------|
| 5. Project Address:          | 1609 Camden Parkway   |
| Project Number:              | 2029-DRX              |
| Applicant:                   | Yan Wang, Designer    |
| Potential Historic District: | Camden Court District |

**Project Information:**

The Design Review Board will consider a request for the approval of a façade change. The change will consist of a 192 sq. ft. new patio with a pitch roof on the entry area and columns.

**Presentation:**

Jason Kwan, Project Manager presented the project. He mentioned that the owners would like to install a covered porch to the front façade. The house currently has an uncovered porch. A rear addition was approved as a Chair Review in July.

### **Questions from the Board:**

Masterman: Inquired for clarity, the scope of the project, which is to include the porch, the porch roof, and the porch columns.

Lejeune: Inquired with Masterman how the roofing is different than what is there.

Masterman: Responded that the porch incorporates a gable and a shed extension, and the gable projects further than the current roof.

Lejeune: Inquired with the applicant if the projecting gable matches the existing gable of the house.

Masterman: Noted that the pitch is different of the gables. She also felt that the roof eave height is not accurately depicted in the drawings and asked if it was really a 10' ceiling height.

Kwan: Noted that the ceiling heights are 9.5 feet and that the ceilings are coffered.

Smeaton: Asked what the columns are made of.

Kwan: They are made of wood.

Lejeune: Inquired what the roof detailing was made of.

Kwan: Mentioned that all the architectural features are made of wood.

Fenske: Wanted clarity on Masterman's comment about the inaccurate drawings.

Masterman: Noted that the drawings differ from the 3d rendering in the proportionality and the heights.

Lejeune: Inquired if the concrete pad for the porch will be new.

Kwan: Mentioned that the concrete pad is existing, and that the house once had awnings above the front windows which were recently removed.

Lejeune: Asked the applicant if the red tile on the existing porch pad will stay or be removed.

Kwan: Mentioned that they will propose a travertine tile.

### **Applicant Response:**

The owner of the property

### **Public Comments:**

Martha Wetzel (1615 Camden Parkway): Mentioned that she lives next to the property, and that for the past nine months has looked like it has been abandoned. She expressed concern that the project was not being designed by an architect. She expressed concern about the process of the review and wanted to see the project plans for clarity about the proposed work. She mentioned that the house had not been cared for in forty years, and is disappointed in the design and was hoping for a better design.

### **Board Discussion:**

Masterman: Noted that the project is simple in scope, but complicated in execution because there are two gable ends, with a shed roof middle, and then a wrap around. Though she appreciates the need for a front porch, she notes that this is a complicated design to execute. There is a problem with the rendering because it is out of proportion with the roofline and top plate. There are too many columns for such a short span of 15-17 feet. The portico of the porch looks like a rough sketch, and not an actual working design.

Smeaton: Had a concern with scale, and the tiny front door. The front entry is not worked out well, and feels like this is just a first pass on a design that needs a lot further work. The arch of the front portico is unnecessary along with the two different gable pitches.

Lejeune: Noted the windows in the 3d model do not match the windows in the elevations. He also asked if the front door was changing and what kind of door it is.

Kwan: Noted that the front door is wood and will not be changing. The front door is wide for its height, making it appear smaller.

Smeaton: Remarked that the front door is not much a front door.

Fenske: Noted that his issues were the inaccuracies with the drawings, and that they need to be corrected. He also noted that the applicants need to finesse the design more.

Masterman: There are a few really important heights that need to be accurately depicted: the height of the finish grade to the ridge, the height of the finish floor to the headers of all the windows, the height of the finish floor to the eave at the outside of the building. We also need porch details including a section of how the porch meets the existing house. The rake eave of the gable end. The columns, materials, and capital details. The idea of the porch is charming, but the proposed design is not the right solution for this traditional house.

Fenske: Noted the design should be simplified.

Lejeune: Noted that the house is going to be more stripped down with the proposed removal of the awnings.

Smeaton: Noted that this is a simple project, but highly important as it is on the front and easily visible to the public.

Lejeune: Asked the Board if the project was a less built structure without the gable, and more of a shed, and without the columns, would that work.

Kwan: asked if the Board can clarify their issue with the roof pitch.

Masterman: Noted that the two existing front gables are at the same pitch, but the new portico porch is steeper and presents awkward geometry. She noted page 32 of the Design Guidelines as how to blend geometry with roof pitches.

**DECISION:**

Smeaton: Made a motion to CONTINUE the project to next month so that the applicant can refine and finesse the design.

Masterman: Seconded the Motion.

***CONTINUED 4-0 (Lopez absent).***

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**BOARD COMMENTS**

6. Masterman: Noted that it would be great for the City to have a window and door handout to showcase and explain sectional profiles, operation types, etc.

7. Smeaton: Noted that the DRB is in conflict with potential Historic Districts when they approve projects that would be inconsistent with Secretary of the Interior Guidelines and Historic Preservation.

**STAFF COMMENTS**

8. To address the Board Comments, Sissi noted that the DRB is informed if the project they are reviewing is located in Potential Historic District on the Project Review Memos, and on the Agendas. So it is up to the Board's discretion to comprehensively review the project's compatibility with its Potential Historic Neighborhood.

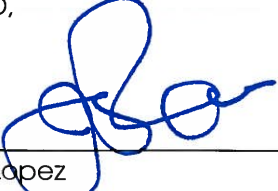
**APPROVAL OF MINUTES**

9. Minutes for the previous DRB meeting was not reviewed.

**ADJOURNMENT**

10. The meeting adjourned at 8:30 pm to the next regularly scheduled meeting on October 5, 2017.

APPROVED,



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Conrado Lopez  
Chair, Design Review Board

*Jim Fenske*

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Date 10.13.17