

**MINUTES OF THE REGULAR MEETING OF THE
DESIGN REVIEW BOARD
CITY OF SOUTH PASADENA
CONVENED THIS 3RD DAY OF FEBRUARY, 2015
MAYOR'S CONFERENCE ROOM
1424 MISSION STREET**

ROLL CALL		<p>The meeting convened at: 7:05 PM</p> <p>Board Members Present: Conrado Lopez (Chair) Susan Masterman (Vice-Chair), Jim Fenske, and Amy Nettleton</p> <p>Board Members Absent: Fi Cambell</p> <p>Staff Liaison: John Mayer, Senior Planner</p>
NON-AGENDA ITEMS	1.	None.
CONTINUED ITEMS	2.	<p>Address: 817 Orange Grove Place Project Number: 1750-DRX Applicant: Patty Chan</p> <p>Project Description: A request to demolish an existing duplex for the construction of a new triplex on a 10,091 sq. lot. On December 16, 2014, the Board voted to continue this matter so that the architect can address its concerns and present additional materials.</p> <p>Presentation: None</p> <p>Public Comment: None</p> <p>Board Discussion/Decision: The applicant informed staff that he would not be prepared for tonight's meeting. This project will be scheduled as a "New Item" at a future Design Review Board meeting when a new plan is submitted and deemed complete.</p>
NEW ITEMS	3.	<p>Address: 1525 Fair Oaks Avenue Project Number: 1725-DRX Applicant: Stamps and Stamps</p> <p>Project Description: A request for approval to install a sign for the Wu Orthodontics office. The applicant has offered three sign alternatives including:</p> <ul style="list-style-type: none"> • Two wall signs: a 27.5 square foot sign mounted on the corner tower

		<p>portion of the building facing diagonally to the intersection and a 15.6 square foot sign mounted facing Fair Oaks Avenue.</p> <ul style="list-style-type: none"> • A 32 square foot monument sign on a 3’-6” high base mounted level on a sloping setback area, perpendicular to Fair Oaks Avenue. The total sign height would be 7’-6”. • A 32 square foot monument sign mounted at grade on a sloping setback area, parallel to Fair Oaks Avenue. The total sign height would be 4’. <p>Presentation: Odom Stamps (project architect) presented his project and clarified that his client does not want to consider a forth option, which would be a brass or painted metal placard sign to be hung from the existing sign post standard. His client prefers the first option followed by the second and third ones.</p> <p>Public Comment: James Powers spoke in opposition to the proposed signs. He does not want the building to look like a “strip mall” next to a historic residential area. Mr. Powers distributed a list of signatures of people who are opposed to the proposed signs.</p> <p>Board Discussion/Decision: Board Members spoke in opposition to the signs, noting that their large sizes are inappropriate to the residential scale and character of the building. The subject building is a professional office complex similar to the historic homes on Fremont Avenue that were converted to office uses. Signs for those professional offices tend to be smaller scale.</p> <p>Motion/Second (Lopez/Fenske) to DENY the project.</p> <p>This motion was made on the finding that the project does not comply with the Design Guidelines of the City of South Pasadena. The proposed signs are not pedestrian oriented, but designed for passing motorists. The project does not meet the required findings for Design Review contained in South Pasadena Municipal Code Section 36.410.040. The proposed signs are not compatible with the existing character of the surrounding neighborhood. Opportunities exist for alternative designs.</p> <p>The motion carried 4-0 (Fi absent).</p>
	4.	<p>Address: 1800 State Street Project Number: 1771-DRX Applicant: Bardwell Case & Associates Architects</p> <p>Project Description: A request for Design Review Board approval for an unpermitted window</p>

		<p>and door change out for a 96-apartment unit complex. All the existing windows and doors were replaced. Aluminum windows were changed to vinyl, dual glazed windows.</p> <p>Project Presentation: Jeff Case (owner’s representative) presented his project. He provided a brief history of the project noting that the owner started work without building permits. The owner wanted to improve the building’s energy savings with new windows and doors. Mr. Case responded to questions about the look of the original windows.</p> <p>Public Comment: None</p> <p>Board Discussion/Decision: Board members noted that the building was constructed in the 1960’s, the original windows did not contribute much to the building’s architecture, and the proposed windows will be an improvement.</p> <p>Motion/Second (Masterman/Lopez) to APPROVE the project as submitted.</p> <p>This motion was made on the finding that the project complies with 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 (Fi absent).</p>
DISCUSSION ITEMS	5.	<p>4946 Collis Avenue</p> <p>Prospective Project: Eric Lin (prospective applicant) requested comments on a proposal for a 1,506 sq. ft. addition to an existing 1,128 sq. ft. house.</p> <p>Board Member Comments Board members suggested the following: 1) more articulation and detail; 2) lower the structure’s height, which may involve reducing the plate height; 3) adhere to one style; and 4) customize the house so it doesn’t look like “tract style” development.</p> <p>The Design Review Board will only provide comments and will not make any decisions on the proposed project. No decisions or approvals will be made at this time by the DRB. This is a discussion item only</p>

	6.	<p>City Council Strategic Planning Topics</p> <p>The Design Review Board discussed “big-picture items” that they would like the City Council to consider for the Strategic Planning annual work plan. These include:</p> <ul style="list-style-type: none"> • Improve emergency response time to the homes on Hanscom Drive by improving Hulbert Street. • Impose penalties to builders who start construction work without obtaining Design Review Board Approval. • Complete the Community Center. If it is located at Orange Grove Park, keep the Municipal Plunge Building. • Develop parking solutions to help the re-use of the Rialto Theater. <p>The Board designated Jim Fenske to be the liaison who will attend the February 7, 2015 Citizens’ Seminar. The liaison will be asked to speak to the Board’s preferred priorities.</p>
BOARD COMMENTS	7.	None.
STAFF COMMENTS	8.	None.
APPROVAL OF MINUTES	9.	<p>Minutes of the regular meeting of January 6, 2015</p> <p>Motion/Second (Lopez/Masterman) to APPROVE the Minutes as presented. The motion carried 4-0, Fenske and Fi Absent.</p>
ADJOURNMENT	10.	The meeting adjourned at 8:35 P.M. to the next regularly scheduled meeting on March 3, 2015 at 7 P.M.

Approved,

 Conrado Lopez, Chair

 Date