



**CITY OF SOUTH PASADENA
DESIGN REVIEW BOARD**

REGULAR MEETING MINUTES

THURSDAY, MAY 5, 2022 AT 6:30 P.M.

**CITY COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030**

CALL TO ORDER:

The Regular Meeting of the South Pasadena Design Review Board was called to order by Chair, Samantha Hill, on Thursday, May 5, 2022 at 6:30 p.m. The meeting was conducted from the Council Chambers located at 1424 Mission Street, South Pasadena, California.

ROLL CALL

PRESENT:

Joe Carlson; Brian Nichols; Kay Younger; Melissa Hon Tsai, Vice-Chair; and, Samantha Hill, Chair

STAFF

PRESENT:

Angelica Frausto-Lupo, Community Development Director
Matt Chang, Planning Manager
Braulio Madrid, Associate Planner
Sandra Robles, Associate Planner

APPROVAL OF AGENDA

Majority vote of the Board to proceed with Board business.

MOTIONED BY BOARD MEMBER CARLSON, SECONDED BY BOARD MEMBER NICHOLS, CARRIED 5-0, to: approve the Agenda, as presented.

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS

Disclosure by Board of site visits and ex-parte contact for items on the agenda.

None.

PUBLIC COMMENT

1. Public Comment – General (Non-Agenda Items)

Administrative Assistant, Lillian Estrada, announced that there were no general public comments.

BUSINESS ITEM

2. Design Review Board Reorganization

MOTIONED BY CHAIR HILL, SECONDED BY BOARD MEMBER YOUNGER, CARRIED 5-0, for Samantha Hill to continue in the position of Chair and Melissa Hon Tsai to continue in the position of Vice-Chair.

Vice-Chair Tsai, recused herself from Item Nos. 3 and 4 due to real property interest within 1,000 feet of subject properties.

PUBLIC HEARING

3. 5002 Collis Avenue (APN: 5312-017-022), Project No. 2421-DRX – To allow the construction of a 105-square-foot first-floor addition to the side of an existing 1,570-square-foot single-family dwelling within the Residential Single Family (RS) zone.

Recommendation:

Approve the project, subject to the recommended conditions of approval.

Presentation:

Associate Planner, Braulio Madrid, presented the staff report. No presentation from applicant.

Board Members did not have questions for staff.

Public Comments:

With no requests to speak, the public hearing was closed.

Board Member Discussion:

Board Member Carlson had a question regarding roofline, but the newly submitted plans provided more clarification.

Chair Hill also had questions regarding roofline, but agreed that the roofline was now clear.

Board Members Nichols and Younger did not have questions or comments.

No other comments from Board Members.

Action and Motion:

MOTIONED BY BOARD MEMBER CARLSON, SECONDED BY CHAIR HILL, CARRIED 4-0, to: approve the project based on staff recommendation with conditions of approval.

4. **1016 Palm Avenue (APN: 5313-014-013), Project No. 2442-DRX – To allow the construction of a 280-square-foot first-floor addition; a 158-square-foot front porch; a 295-square-foot covered patio; and a new 777-square-foot second-story addition to an existing 1,355-square-foot single-family dwelling within the Residential Single Family (RS) zone.**

Recommendation:

Approve the project, subject to the recommended conditions of approval.

Presentation:

Associate Planner, Sandra Robles, presented the staff report. No presentation from applicant.

Chair Hill had questions regarding letters submitted. Staff clarified that there were four letters of support and one in opposition.

Chair Hill asked if the plans have changed since the submittal of the letters. Staff confirmed that the plans have not changed.

Chair Hill requested that the applicant representative approach to the podium to answer questions. The applicant representative, Steve Dahl, said that due to Covid-19 and having to stay home for longer periods, the applicant wanted more space. Mr. Dahl said that the home has lost its character through the years and this design will bring back the Craftsman detailing. Mr. Dahl said that the second story is positioned toward the back to minimize the scale from the front view.

Board Member Carlson wanted an opportunity to address the letter of opposition and had questions about the placement of the air conditioner and other items mentioned in the letter; Board Member Carlson asked if everything was to code.

Mr. Dahl said that the issues mentioned in the letter were resolved in 2014 and confirmed that everything is to code.

Board Member Carlson observed that the chimney is gone and asked if it was being removed because there was no longer a fireplace.

Mr. Dahl confirmed that there is no fireplace.

Board Member Nichols asked to see more information on roofing material.

Mr. Dahl said that there will be siding on the ground floor and shingles on second floor, both of which are Hardie products and not real wood. Mr. Dahl also clarified that the roof will be asphalt shingles.

Board Member Carlson stated that the most current renderings of the elevations were not in the package and asked staff to display the most current renderings. Staff confirmed that the elevations in the package are up to date.

Board Member Carlson referenced the north elevation and asked if the materials on bottom two-thirds were also a Hardie product. Board Member Carlson further stated that the materials above look like shingles.

Mr. Dahl confirmed that the materials were Hardie products.

Board Member Younger did not have further questions.

Chair Hill had a question about the chimney, but that was answered by the applicant representative. Chair Hill further commented that the materials, while traditionally wood shingles is something that the Board should consider, the look is accomplished with the Hardie product. Chair Hill inquired about the overall massing and asked if houses to the south are all one-story and the two properties to the north are two-story and also asked if the second-story addition is isolated to the back of the house.

Mr. Dahl confirmed that the addition is to the back of the house.

Board Member Carlson asked the dimension from the front porch to the second-story, where the roofline changes.

Applicant representative, Tammie Dahl, said it was about 50 feet.

Board Member Carlson said that the nature of the line drawing looks like the second-story appears closer.

Chair Hill opened the hearing for public comments.

Public Comments:

Christopher Cockroft—1020 Palm Avenue—opposed the project and expressed concerns regarding mansionization, as the proposed project nearly doubles the

size of the original residence and Mr. Cockroft stated that his letter was not added with other public comments.

No other public comments.

Staff clarified that Mr. Cockroft's letter of opposition was provided when originally submitted and was included as part of the agenda packet

Chair Hill asked if the applicant would like to make a rebuttal. The applicant representative declined.

Board Member Discussion:

Board Member Carlson understood the opposition, but mentioned that the project meets all code requirements and guidelines and is of the opinion that the design is an improvement.

Chair Hill agreed that the design was an improvement and further noted that the character and style of the Craftsman is being restored and appreciates that the massing of the second-story addition is to the back of the house. Chair Hill stated that it would have been preferable to have a 3-D image show that the addition would not be visually impeding from the street frontage. Chair Hill said that the proposed project was designed thoughtfully and does not see issues with the design.

Board Member Younger agreed that there are no issues with the design and added that it is a charming house that will grow into a beautiful Craftsman.

Board Member Nichols did not have comments.

Chair Hill recommended that if any elements are to be changed that the changes should be added as conditions. The Board did not impose additional conditions.

Action and Motion:

MOTIONED BY BOARD MEMBER YOUNG, SECONDED BY BOARD MEMBER CARLSON, CARRIED 4-0, to: approve the project based on staff recommendation with conditions of approval.

ADMINISTRATION

- 5. **Comments from Board Members**
None.

- 6. **Comments from Subcommittees**
None.

7. Comments from Staff

Community Development Director, Angelica Frausto-Lupo, announced the Commissioner's Congress for June 22, 2022; stated that staff is still receiving comments on the Housing Element; and, provided the Design Review Board with staff hiring updates.

ADJOURNMENT

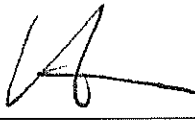
8. Adjourn to the regular Design Review Board meeting scheduled for June 2, 2022 at 6:30 p.m.

There being no further matters, Chair, Samantha Hill, adjourned the Design Review Board meeting at 7:30 p.m.

APPROVED,



Samantha Hill, Chair – Design Review Board



Date 11/03/2022