



**CITY OF SOUTH PASADENA
DESIGN REVIEW BOARD**

REGULAR MEETING MINUTES

THURSDAY, FEBRUARY 3, 2022 AT 6:30 P.M.

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

and

Via Zoom

CALL TO ORDER:

The Regular Meeting of the South Pasadena Design Review Board was called to order by Chair Samantha Hill on Thursday, February 3, 2022 at 6:30 p.m. The meeting was conducted virtually via Zoom.

ROLL CALL

PRESENT:

Joe Carlson, Board Member
Mark Smeaton, Board Member
Kay Younger, Board Member
Melissa Hon Tsai, Vice-Chair
Samantha Hill, Chair

COUNCIL LIAISON

PRESENT:

Diana Mahmud, Councilmember

STAFF

PRESENT:

Angelica Frausto-Lupo, Community Development Director
Matt Chang, Planning Manager
Lisa Krause, Contract Planner

APPROVAL OF AGENDA

Majority vote of the Board to proceed with Board business.

Motioned by Chair Hill, to approve the Agenda, as presented. Agenda approved, as submitted.

DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS

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

Board Member Smeaton stated that he had spoken as a subcommittee, with Board Member Carlson early on. Board Member Carlson stated he had not visited the site but had spoken with the participants on the subcommittee.

PUBLIC COMMENT

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

None.

CONTINUED HEARING

2. 1900 Alpha Street. Project No. 2418-HDP/DRX – Minor Hillside Development Permit and Design Review Permit to remodel an existing single-family home that includes enclosing 89 sq. ft. to the existing first floor and creating a new 939 sq. ft. second-story addition with the proposed total being a 3,548 sq. ft. residence (APN: 5310-010-026).

Recommendation:

Approve the project.

Presentation:

Contract Planner Krause presented the staff report. No Presentation from the applicant.

Public Comments:

None.

Board Member Discussion:

Vice-Chair Tsai stated that the revisions had improved the project.

Board Member Carlson expressed appreciation for the renderings that Board Member Smeaton provided and that the architect was able to incorporate those suggestions.

Board Member Smeaton added that one of the main concerns that the applicant achieved was the union of two materials that were flush. They created a better termination from one material to another by setting the closet stucco portion back a foot. They also brought the trellis material (metal canopy) from back to wrap around to the front of the house.

Chair Hill stated she felt the roofline for the front closet made the house exterior look more balanced.

Board Member Smeaton added that the trellis design ties elements together.

Vice-Chair Tsai added that original design was very flat and that the extra awning adds extra dimension. She said she did not mind that the window was flush. This was consistent with the modern architecture.

Chair Hill agreed with Vice-Chair Tsai and felt that a flush window is consistent with the modern design.

Board Member Younger agreed.

Chair Hill asked Board Members if they felt comfortable with windows being flush as presented or if they need to recess 1", as staff recommended.

Board Member Smeaton said he is fine with windows as Vice-Chair Tsai stated.

Board Members' Carlson and Younger agreed.

Action and Motion:

Motioned by Vice-Chair Tsai and seconded by Board Member Younger, carried 5-0, to approve the project based on staff recommendation with conditions of approval.

CONSENT ITEMS

None.

DISCUSSION ITEMS

None.

ADMINISTRATION

3. Comments from City Council Mahmud

Councilmember Mahmud reminded everyone that there is a special City Council Meeting on February 23, 2022 and that the City is considering consolidating some of the commissions. She felt that the Design Review Board is unlikely to be consolidated. She added that the City will likely need new Commissioners and to please spread the word. Chair Hill mentioned she knew various residents that may be interested but they do not meet all of the requirements. Councilmember

Mahmud stated that she understood and would discuss with the City Manager and suggest we revisit the requirements.

4. Comments from Board Members

Board Member Smeaton expressed that he hoped Design Review Board would be preserved and not combined with other Boards when the City reviews consolidation of Boards.

Chair Hill said that she likes crossover with other Boards working together when they need other expertise.

There were no other comments from Board Members.

5. Comments from Subcommittees

None.

6. Comments from Staff

Community Development Director Frausto-Lupo reported that an Assistant Planner position would be opening shortly. With new staff, Planning Manager Chang is now able to look at case log and move projects forward. She also stated that she did not see any changes or eliminations for this Board.

Chair Hill reminded everyone next meeting for Design Review Board is at March 3, 2022.

ADJOURNMENT

7. Adjourn to the regular Design Review Board meeting scheduled for March 3, 2022 at 6:30 p.m.

There being no further matters, Chair Hill adjourned the Design Review Board meeting at 7:13 p.m.

APPROVED,



Samantha Hill, Chair – Design Review Board

9/7/2023

Date