

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

CITY OF SOUTH PASADENA

CONVENED THIS 4TH DAY OF JUNE, 2020

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

ROLL CALL

The meeting convened at: 6:32 pm

Board Members Present: Mark Smeaton – Chair, Samantha Hill – Vice Chair, Kay Younger, Melissa Han Tsai, and Yael Lir

Board Member Absent: None

Council Liaison: Richard Schneider, M.D.

Staff Liaison: Kanika Kith, Planning Manager

Malinda Lim, Associate Planner

Approval of Agenda

No reordering of agenda items for this meeting. Agenda approved as submitted.

Motion by Chair Smeaton. Second by Vice Chair Hill.

Approved 5-0

Disclosure of Site Visits and Ex-Parte Contacts

Vice-Chair – No

Board Member Younger – No

Board Member Lir – No

Board Member Tsai – No

Chair Smeaton - No

Public Comments and Suggestions

No Public Comment.

Public Hearing

1. Project No. 2308-DRX – Design Review for Exterior Façade Changes and Signage for the Grocery Outlet Store (Former Big Lots) at 1401 Huntington Drive. (CONTINUED)

Recommendation:

Approval, subject to Conditions of Approval

Presentation:

Planner Lim gave a PowerPoint presentation of the project inclusive of the four recommendations provided by the Board during the last meeting. Planner Lim informs us that the applicant Pat Barber was available to answer questions.

Public Comments:

None

Questions, Discussion of Board and Applicant Response:

Questions for Staff:

The Board did not have any questions for Staff. Chair Smeaton commented that the window issues were addressed and thought there were too many graphics along Huntington Drive in the original proposal. He also appreciated the letter from the Applicant explaining why an entrance on Huntington Drive was not feasible.

Questions for the Applicant:

Vice-Chair Hill inquired if the window graphics will have seasonal or marketing imagery, similar to what other Grocery Outlets do can be expected to occur for this venue. Applicant Pat Barber informs Vice-Chair Hill, if it is allowed, they will do it. Chair Smeaton inquired if the applicant is able to do so and confirms with Planner Lim. Planner Lim confirms they can utilize different images, but no advertisement such as company name, logo, and phrase could be used as it contributes to their signage area for the building.

Board Member Younger commented that the new design was more tasteful and the changes were nicer than those previously proposed.

Board Member Lir inquired about a car image on the sample. Applicant Pat stated that the car image was to reflect a car driving on the street and was not part of the graphic.

Board Member Tsai provided her appreciation for the graphic colors and inquired if the graphics would be changed seasonally/periodically. Applicant Pat responded that the graphics could be changed.

Vice-Chair Hill commented that these graphics on Huntington Drive were an improvement to the tinted window wrap on the former Big Lots and appreciated the proposed paint color.

Board Member Lir concurred with comments from the Board Members and stated that she will be happy to try the store when it opens.

Board Member Tsai agreed with the comments expressed by her fellow Board Members.

Planner Lim inquired if Chair Smeaton would like to include a condition for maintenance of the graphics at least twice a year. Board Member Lir agreed. Chair Smeaton inquired and questioned if it would be an unnecessary burden to the applicant. Board Member Lir stated that twice a year was a perfect amount. Board Member Younger agreed with Board Member Lir. Planner Kith clarified that Planner Lim's suggested condition was for sign maintenance and not a change to the graphic. Chair Smeaton commented that it would be a maintenance as they graphics may get damaged by the sun. Applicant Pat commented that these graphics are not used on other stores and agreed to replace the graphics when they are damaged. He also noted that replacement may be necessary once a year and the cost may be expensive if done twice a year. He inquired if they felt it was reasonable to do once a year or when the graphic begin to look damaged. Planner Lim inquired if the condition could include "as needed" phrase for repairs for the graphics. Chair Smeaton agreed and stated that the northern elevation graphics may not need to be replaced as often because there is less sun exposure.

Board Member Lir inquired if there will be crushed rocks for the landscaping. Applicant Pat confirmed that they proposed river rocks as requested by the Board in the previous meeting.

Council Member Liaison Schneider suggested a condition be included that changes to the graphics would require approval by the DRB Chair.

Decision:

Vice-Chair Hill: Made a motion to APPROVE the project subject to conditions of approval with the added condition for the window graphics to be well maintained and to be replaced as needed if necessary. Any change or replacement of the graphic would need approval by the DRB Chair.

Member Lir: Seconded the motion.

APPROVED (5-0)

2. Project No. 2274-DRX/TRP – Design Review for Home and Garage Additions and an Open Patio Cover and Tree Removal Permit for One Tree at 2021 Maycrest Avenue.

Recommendation:

Approval, subject to Conditions of Approval

Presentation:

Planner Lim gave a PowerPoint presentation of the project and informed the Board that the applicant and architect was at the meeting to answer any questions from the Board.

Public Comments:

None

Questions, Discussion of Board and Applicant Response:

Questions for Staff:

Vice Chair Hill inquired if the Board could comment on the tree removal request. Planner Lim answered that they may, but Public Works would need to sign off on it. Planner Kith added that the tree removal permit had been reviewed by the Public Works department.

Board Member Lir inquired if the tree removal would result in a tree needing to be planted. Planner Lim responded that it would be required. Council Member Liaison Schneider inquired if the formula for planting trees that have been removed has been completed. Planner Lim responded that although this has not been confirmed, there are options for the tree's replanting. One option would be to pay the associated fees to have the tree planted elsewhere on City property or plant the required number of trees on the property. Planner Lim clarified that the applicant would be required to plant a tree according to the City's tree ordinance policy.

Chair Smeaton commented that Milgard vinyl windows were on the brochure but that the window schedule showed Marvin aluminum and wanted a clarification. Planner Lim informed Chair Smeaton that the applicant was available to answer questions.

No presentation was provided by the applicant, but were available to answer questions.

Questions for the Applicant:

Applicant Giovanni Quintero confirmed that the Milgard windows will be used and would correct it on the plans.

Vice Chair Hill inquired about the use of the extra space at the garage. The applicant responded that it would be used as a gym.

Chair Smeaton commented that the plans are well balanced.

Vice Chair Hill commented that the porch would be an improvement to the house and will fit it in with the neighborhood.

Board Members Younger, Tsai ,and Chair Smeaton agreed with Vice Chair Hill's comment.

Planner Lim inquired if the Board would be interested in adding a condition to correct the drawings to match the Milgard submittal.

Decision:

Chair Smeaton: Made a motion to APPROVE the project, subject to the conditions of approval with the added condition that a correction be made on the drawings to match the Milgard vinyl windows as submitted in the brochure.

Member Younger: Seconded the motion.

APPROVED (5-0)

Consent Items

3. None.

Presentations

4. None.

Discussion Items

5. None.

Administration

6. Comments from City Council Liaison

Council Member Schneider commented that the matters of the Design Review Board were handled expeditiously.

7. Comments from Board Member


Board Member Lir commented that she is excited for Grocery Outlet to open up.

8. Comments from Staff

Planner Kith thanked the Board for their time. She discussed the urgency ordinance to amend the zoning code amendment and tolling deadlines during the Local Declaration of Emergency. It will be presented to the Planning Commission for recommendation and adoption by the City Council. Planner Kith encouraged the Board to review it and provide any suggestion changes to her.

ADJOURNMENT

9. The meeting adjourned at 6:28pm to the next scheduled meeting on July 2, 2020.

APPROVED,  _____ Mark Smeaton Chair, Design Review Board	_____ Date 1/11/2020
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