

**DESIGN REVIEW BOARD OF MONTEREY PARK
AGENDA**

**REGULAR MEETING
Monterey Park City Hall Council Chambers
320 West Newmark Avenue**

**Tuesday
January 21, 2020
7:00 PM**

MISSION STATEMENT

**The mission of the City of Monterey Park is to provide excellent services
to enhance the quality of life for our entire community.**

Documents related to an Agenda item are available to the public in the Community and Economic Development Department – Planning Division located at 320 West Newmark Avenue, Monterey Park, CA 91754, during normal business hours and the City’s website at www.montereypark.ca.gov.

PUBLIC COMMENTS ON AGENDA ITEMS

You may speak up to 5 minutes on Agenda item. You may combine up to 2 minutes of time with another person’s speaking. No person may speak more than a total of 10 minutes. The Board Chair and Board Members may change the amount of time allowed for speakers.

Per the Americans with Disabilities Act, if you need special assistance to participate in this meeting please call City Hall at (626) 307-1359 for reasonable accommodation at least 24 hours before a meeting. Council Chambers are wheelchair accessible.

CALL TO ORDER Chair

SWEAR-IN City Clerk

ROLL CALL Elizabeth Yang, Gay Q. Yuen, Ivan Lam, and Tammy Sam

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

PUBLIC COMMUNICATIONS (Related to Items NOT on the Agenda). While all comments are welcome, the Brown Act does not allow the Commission to take action on any item not on the agenda. The Commission may briefly respond to comments after Public Communications is closed. Persons may, in addition to any other matter within the Commission’s subject-matter jurisdiction, comment on Agenda Items at this time. If you provide public comment on a specific Agenda item at this time, however, you cannot later provide comments at the time the Agenda Item is considered.

ORAL AND WRITTEN COMMUNICATIONS

[1.] PRESENTATIONS - None

[2.] CONSENT CALENDAR

2-A. APPROVAL OF MINUTES

It is recommended that the Design Review Board:

- (1) Approve the minutes from the regular meetings of November 19, 2019; and
- (2) Take such additional, related, action that may be desirable.

[3.] PUBLIC HEARING –

3-A. NEW MONUMENT SIGN – 415 WEST GARVEY AVENUE (DRB-19-23)

The applicant, Celia Sierra of Sierra Signs, Inc., on behalf of the property owner, is requesting design review approval for a new monument sign at 415 West Garvey Avenue in the C-B (Central Business) zone.

California Environmental Quality Act (CEQA):

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is Categorically Exempt under § 15311, Class 11(a) (On-premise Signs), in that the proposed project consists of the installation of an on-premise monument sign.

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-19-23) application; and
- (5) Taking such additional, related, action that may be desirable.

3-B. SINGLE-FAMILY RESIDENTIAL DWELLING ADDITION GREATER THAN 2,000 SQUARE FEET – 306 SOUTH ELECTRIC AVENUE (DRB-19-13)

The applicant, Rodolfo Copa, on behalf of the property owner, is requesting design review approval for an addition to an existing single-family dwelling that will result in a total square footage greater than 2,000 square feet at 1830 Tyler Drive in the R-1 (Single-Family Residential) Zone.

California Environmental Quality Act (CEQA):

The project is Categorically Exempt under § 15303, Class 1 (Existing Facilities) (e) (1) Addition to an existing structure provided that the addition will not result in an increase of more than 50 percent of the floor area of the structures before addition.

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-19-13) application; and
- (5) Taking such additional, related, action that may be desirable.

3-C. SINGLE-FAMILY RESIDENTIAL DWELLING ADDITION GREATER THAN 2,000 SQUARE FEET – 1113 BRIER CLIFF WAY (DRB-19-28)

The applicant, Sam Zhou, on behalf of the property owner, is requesting design review approval for an addition to an existing single-family dwelling that will result in a total

square footage greater than 2,000 square feet at 1113 Brier Cliff Way in the R-1 (Single-Family Residential) Zone.

California Environmental Quality Act (CEQA):

The project is Categorically Exempt under § 15303, Class 1 (Existing Facilities) (e) (1) Addition to an existing structure provided that the addition will not result in an increase of more than 50 percent of the floor area of the structures before addition.

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-19-28) application; and
- (5) Taking such additional, related, action that may be desirable.

3-D. NEW WALL SIGN – 210 NORTH GARFIELD AVENUE (DRB-19-26)

The applicant, New Signs & Printing, on behalf of the business owner, is requesting design review approval for a new wall sign at 210 North Garfield Avenue in the C-B, P-D (Central Business, Planned Development) Zone.

California Environmental Quality Act (CEQA):

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is Categorically Exempt under § 15311, Class 11(a) (On-premise Signs), in that the proposed project consists of the installation of a new wall sign.

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-19-26) application; and
- (5) Taking such additional, related, action that may be desirable.

3-E. NEW SINGLE-FAMILY RESIDENTIAL DWELLING GREATER THAN 2,000 SQUARE FEET – 115 NORTH ORANGE AVENUE (DRB-19- 20)

The applicant, Kamen Lai, on behalf of the property owner, is requesting design review approval for a new two-story single-family dwelling greater than 2,000 square feet at 115 North Orange Avenue in the C-S, P-D (Commercial Services, Planned Development) Zone.

California Environmental Quality Act (CEQA):

The project is Categorically Exempt under § 15303, Class 3(a) (New Construction or Conversion of Small Structures) one single-family residence in a residential zone.

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-19-20) application; and
- (5) Taking such additional, related, action that may be desirable.

[5.] NEW BUSINESS

[4.] OLD BUSINESS

[6.] BOARD MEMBERS COMMUNICATIONS AND MATTERS

[7.] STAFF COMMUNICATIONS AND MATTERS

ADJOURN

Next regular scheduled meeting on February 4, 2020.



Design Review Board Staff Report

DATE: January 21, 2020

AGENDA ITEM NO: 2-A

TO: Design Review Board
FROM: Mark A. McAvoy, Director of Public Works/City Engineer/City Planner
BY: Samantha Tewasart, Senior Planner
SUBJECT: Design Review Board Minutes

RECOMMENDATION:

It is recommended that the Design Review Board consider:

- (1) Approve the minutes from the regular meetings of November 19, 2019; and
- (2) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

None.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Mark A. McAvoy", written over a horizontal line.

Mark A. McAvoy
Director of Public Works/City Engineer/City Planner

Attachments:

Attachment 1: November 19, 2019 DRB regular meeting minutes

ATTACHMENT 1

November 19, 2019 DRB regular meeting minutes

**UNOFFICIAL MINUTES
MONTEREY PARK DESIGN REVIEW BOARD
REGULAR MEETING
November 19, 2019**

The Design Review Board of the City of Monterey Park held a regular meeting of the Board in the Council Chambers, located at 320 West Newmark Avenue in the City of Monterey Park, Tuesday, November 19, 2019 at 7:00 p.m.

CALL TO ORDER:

Chairperson Elizabeth Yang called the Design Review Board meeting to order at 7:00 p.m.

ROLL CALL:

Planner Tewasart called the roll:

Board Members Present: Chairperson Elizabeth Yang, Member Ivan Lam, and Member Tammy Sam

Board Members Absent: Member Gay Yuen

ALSO PRESENT: Samantha Tewasart, Senior Planner and Jeffrey Rimando, Assistant Planner

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS: None

ORAL AND WRITTEN COMMUNICATIONS: None

[1.] PRESENTATIONS: None

[2.] CONSENT CALENDAR: None

2-A APPROVAL OF MINUTES

February 19, 2019 and September 3, 2019

Action Taken: The Design Review Board approved the minutes from the regular meetings of February 19, 2019 and September 3, 2019

Motion: Moved by Member Lam and seconded by Member Sam, motion carried by the following vote:

Ayes: Members: Yang, Lam, and Sam

Noes: Members: None

Absent: Members: Yuen

Abstain: Members: None

[3.] PUBLIC HEARING:

3-A. NEW WALL SIGN – 825 EAST GARVEY AVENUE (DRB-19-22)

The applicant, Paul Wu of AD Electrical Advertising, Inc., on behalf of the property owner, is requesting design review approval for a new wall sign at 825 East Garvey Avenue in the C-S, P-D (Commercial Services, Planned Development) zone.

Planner Rimando provided a brief summary of the propose project.

Chairperson Yang opened the public hearing.

Representative, Tom Ton, 825 East Garvey Avenue, Monterey Park, CA 91754, was present to speak on behalf of the project.

Member Sam inquired if on the Chinese characters, the red color is vinyl. Representative Ton replied that it is a vinyl overlay. Member Sam inquired how the vinyl is centered from the edges. Representative Ton replied that a template is used.

Chairperson Yang inquired if the Chinese characters translate exactly to the English letters. Representative Ton replied yes.

Member Sam inquired if wall signs are required to be illuminated. Planner Tewart replied only the downtown area. Member Sam inquired if illumination could be added. Planner Tewart replied that the proposed material is foam, so there is no interior space for electrical. The Board would have request for the sign to be illuminated or exterior light fixtures can be added to provide lighting.

Member Lam inquired about the operating hours. Representative Ton did not have that information. Chairperson Yang stated the business is a ginseng retail store, so the business is likely to be open during the day times.

Member Lam stated that the sign looks a little too colorful, especially in comparison to the adjacent properties. Representative Ton replied that they can reduce the colors to red and green.

Chairperson Yang closed the public hearing.

Action Taken: The Design Review Board (1) opened the public hearing; (2) received documentary and testimonial evidence; (3) closed the public hearing; and (4) approved the requested Design Review Board (DRB-19-22) application, subject to the conditions of approval as stated in the staff report with added condition.

Add:

12. The wall sign will be limited to two colors, specifically red for the Chinese text and green for the modern English letters.

Motion: Moved by Member Lam and seconded by Member Sam, motion carried by the following vote:

Ayes: Members: Yang, Lam, and Sam
Noes: Members: None

Absent: Members: Yuen
Abstain: Members: None

3-B. NEW SINGLE-FAMILY RESIDENTIAL DWELLING GREATER THAN 2,000 SQUARE FEET – 219 NORTH HUNTINGTON AVENUE (DRB-19-17)

The applicant, Eric C. Tsang, on behalf of the property owner, is requesting design review approval for a new two-story single-family dwelling greater than 2,000 square feet at 219 North Huntington Avenue in the R-2 (Medium-Density Residential) Zone.

Planner Rimando provided a brief summary of the propose project.

Chairperson Yang opened the public hearing.

Applicant, Eric Tseng, 440 East Huntington Drive, Arcadia, CA 91006, was present to speak on behalf of the project.

Member Lam inquired if the flat roof design will be in conflict with any of the properties in the area. Planner Tewart replied that staff evaluated the properties in the area and there is enough of a combination of mission style homes and older multi-unit apartment buildings that have flat roofs to be consistent with what exists in the area.

Member Sam stated to add a step in the garage, so that the utility area will be one step above the garage floor. Applicant Tseng replied that there is enough space to do so. Member Sam inquired about the stucco reveal above the window. Applicant Tseng replied that it will be flushed with the window.

Chairperson Yang inquired about the architectural style. Applicant Tseng replied that there are so many architectural styles in that neighborhood and many do not have a defined architectural style, so it is a good location to propose something new. In any other area that may have a more defined style it would not be a good opportunity to propose something new.

Member Sam inquired about the roof drains. Applicant Tseng replied that the downspouts will be hidden behind the walls.

Chairperson Yang inquired if the mature tree at the top right corner is a part of the property. Applicant Tseng replied it is on the neighbor's property.

Chairperson Yang closed the public hearing.

Action Taken: The Design Review Board (1) opened the public hearing; (2) received documentary and testimonial evidence; (3) closed the public hearing; and (4) approved the requested Design Review Board (DRB-19-17) application, subject to the conditions of approval as stated in the staff report with an added condition.

Added:

13. In the garage, provide a step between the laundry area and vehicle parking area.

Motion: Moved by Member Lam and seconded by Member Sam, motion carried by the following vote:

Ayes: Members: Yang, Lam, and Sam
Noes: Members: None
Absent: Members: Yuen
Abstain: Members: None

3-C. NEW CONSTRUCTION LESS THAN 10,000 SQUARE FEET – 283 EAST GARVEY AVENUE (DRB-19-18)

The applicant, Wilson Tan of The Architech Group, is requesting design review approval for a new one-story 5,000 square foot single-tenant commercial building at 283 East Garvey Avenue in the C-B, P-D (Central Business Commercial, Planned Development) Zone.

Planner Rimando provided a brief summary of the propose project.

Chairperson Yang opened the public hearing.

Applicant, Yung Kao, 235 East Main Street, Alhambra, CA 91801, was present to speak on behalf of the project.

Chairperson Yang inquired if the existing property is a parking lot. Planner Rimando replied that there is one small structure that is about 280 square feet. Chairperson Yang inquired if the landscape planters in the interior parking area can be reallocated to the perimeter. Planner Tewasart replied that the proposed layout currently meets the minimum requirements. The location of the planters can be relocated, but the amount of landscaping cannot be reduced in order balance green space with hardscape.

Member Sam inquired if some of the green area can be on the roof. Planner Tewasart replied that that is not how the code is currently written. Member Sam inquired if grasscrete can be utilized. Planner Tewasart replied that it is considerable. Member Sam stated that drought tolerant landscaping would have rocks and a plastic membrane that prevents water from percolating back into the ground table. It does save water, but it does not get water back into the ground. Member Sam recommended using grasscrete in front of the trash enclosure.

Member Sam inquired about the size of the trash enclosure considering the use. Applicant Kao replied that the market is not going to have food processing and preparation. Everything will be brought in for display. Applicant Kao stated that the landscape planter closer to the building can be consolidate with the piece with the trash enclosure so that it would give that area much more space for the trash enclosure and a bigger trash bin can be placed there. On the north side where there are two landscape planters, if they can be replaced with grasscrete, then will be more room for a parking space. Chairperson Yang inquired if the trash enclosure can be relocated more towards Nicholson. Applicant Kao replied that the enclosure can be relocated.

Member Sam inquired about the porcelain tile and if it is 3/8 or 1/2 inch and the weight. Applicant Kao replied that this type of tile is designed to be grouted and the tile is designed for that purpose. The Building Code has a limit to how high the tile can go, which is 35 feet and the building height is 20 feet. Member Sam stated to check if there is limit allowed for the length of the tile.

Chairperson Yang closed the public hearing.

Action Taken: The Design Review Board (1) opened the public hearing; (2) received documentary and testimonial evidence; (3) closed the public hearing; and (4) approved the requested Design Review Board (DRB-19-18) application, subject to the conditions of approval as stated in the staff report.

16. Relocate the trash enclosure to the northeast corner of the property and enlarge the size of the enclosure, subject to the review and approval of the Planner.

17. Maximize the number of parking stalls by providing grasscrete in place of island planters with raised curbs.

Motion: Moved by Member Sam and seconded by Member Lam, motion carried by the following vote:

Ayes: Members: Yang, Lam, and Sam
Noes: Members: None
Absent: Members: Yuen
Abstain: Members: None

3-D. MASTER SIGN PROGRAM – 301 EAST GARVEY AVENUE (DRB-19-24)

The applicant, Signs Express Mfg. Company, on behalf of the property owner, is requesting design review approval for a new Master Sign Program (MSP) at 301 East Garvey Avenue in the C-B, P-D (Central Business, Planned Development) zone.

Planner Tewasart provided a brief summary of the propose project.

Chairperson Yang opened the public hearing.

Applicant, Terry To, 1438 Santa Anita Avenue, South El Monte, CA 91733, was present to speak on behalf of the project.

Member Sam inquired if any bird deterrent will be placed in the gap between the wall and sign. Applicant To replied that the space is 4 inches wide. Architect Anuj Dua of SPAD Architects Inc. 1050 Latin Way, Los Angeles, CA 90065, added that each of the tenant signs will have an awning below it.

Chairperson Yang closed the public hearing.

Action Taken: The Design Review Board (1) opened the public hearing; (2) received documentary and testimonial evidence; (3) closed the public hearing; and (4) approved the

requested Design Review Board (DRB-19-24) application, subject to the conditions of approval as stated in the staff report.

Motion: Moved by Member Lam and seconded by Member Sam, motion carried by the following vote:

Ayes: Members: Yang, Lam, and Sam
Noes: Members: None
Absent: Members: Yuen
Abstain: Members: None

[4.] OLD BUSINESS: None

[5.] NEW BUSINESS: None

[6.] BOARD MEMBERS COMMUNICATIONS AND MATTERS: None

[7.] STAFF COMMUNICATIONS AND MATTERS: None

ADJOURNMENT:

There being no further business for consideration, the Design Review Board meeting was adjourned at 8:15 p.m.

Next regular scheduled meeting on December 3, 2019 at 7:00 p.m. in the Council Chambers.

Samantha Tewart
Senior Planner



Design Review Board Staff Report

DATE: January 21, 2019

AGENDA ITEM NO: 3-A

TO: Design Review Board

FROM: Mark A. McAvoy, Director of Public Works/City Engineer/City Planner

BY: Jeffrey Rimando, Assistant Planner

SUBJECT: New monument sign – 415 West Garvey Avenue (DRB-19-23)

RECOMMENDATION:

It is recommended that the Design Review Board consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-19-23) application, subject to conditions of approval contained therein; and
- (5) Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is Categorically Exempt under § 15311, Class 11(a) (On-premise Signs), in that the proposed project consists of the installation of an on-premise monument sign.

EXECUTIVE SUMMARY:

The proposed project was continued from the meetings of December 17, 2019 and January 7, 2020 due to a lack of quorum.

Attachments:

Attachment 1: Design Review Board Staff Report, dated December 17, 2019

Attachment 2: Design Review Board Staff Report, dated January 7, 2020

Attachment 3: Conditions of Approval

ATTACHMENT 1

Design Review Board Staff Report dated December 17, 2019



Design Review Board Staff Report

DATE: December 17, 2019

AGENDA ITEM NO: 3-A

TO: Design Review Board
FROM: Mark A. McAvoy, Director of Public Works/City Engineer/City Planner
BY: Jeffrey Rimando, Assistant Planner
SUBJECT: New monument sign – 415 West Garvey Avenue (DRB-19-23)

RECOMMENDATION:

It is recommended that the Design Review Board consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-19-23) application, subject to conditions of approval contained therein; and
- (5) Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is Categorically Exempt under § 15311, Class 11(a) (On-premise Signs), in that the proposed project consists of the installation of an on-premise monument sign.

EXECUTIVE SUMMARY:

The applicant, Celia Sierra of Sierra Signs, Inc., is requesting design review approval for a new monument sign at 415 West Garvey Avenue. The subject property is located on the northwest corner of West Garvey Avenue and North McPherrin Avenue. The property is zoned C-B (Central Business) and is designated C (Commercial) in the General Plan.

Site Analysis

The subject property is currently developed with an existing one-story commercial building in the front with its related parking area to the side (east) and rear (northern) portion of the lot. The commercial building is occupied by New Lucky Seafood Restaurant.

The properties located to the west and east consist of one-story commercial buildings, to the south is an elementary school and to the north are single- and multi-family dwellings. The design and character of the surrounding wall signs consist of individual channel letter and cabinet internally-illuminated wall signs that have a combination of

both the modern letter alphabet and Chinese characters contained within one or two rows of text.

Project Description

As part of the request the applicant is proposing a new monument sign. The monument sign has been designed to accurately reflect a balanced design that incorporates materials and colors that are architecturally consistent and compatible with the design of the building. The monument sign will be located within a new landscape planter at the southeast corner of the lot, east of the driveway. The planter area will have a 6 inch high cement curb and will consist of Turquoise Tails Blue Sedum.

The monument sign will face east and west bound traffic. The proposed sign will be double-faced, internally illuminated with routed out letters and acrylic backing. The monument sign will be rectangular shape with an arched decorative top and bottom design. The property is permitted to construct a monument sign not to exceed 7 feet in height and 56 square feet in area per side. The total height of the monument sign will be 7 feet. The total area of the monument sign will be 29.2 square feet. The monument sign cabinet will measure 4 feet in height, 3 feet 6 inches wide and 1 foot 4 inches in depth. The base will be 1 foot 11 inches tall, 4 feet 2 inches wide and 1 foot 4 inches in depth.

The monument sign will be comprised of a rectangular aluminum sign cabinet and pole covers with a yellow stucco finish (Behr Premium Plus; Color: #PPL-69 Sunkissed Yellow) to match the building wall color. As an accent, the top of the sign will contain a sheet metal cover with a green painted stucco finish (Behr Premium Plus; Color: Forest Green). The monument sign will accommodate up to 3 tenants and each sign panel will consist of an acrylic backing with a white powder coated finish and a black frame. The sign's routed out text will be comprised of 1/8 inch red and green acrylic faces to display each business on the lot. The height of the text will be a maximum of 8 inches for a single row and 5 inches for a double row of text. The monument sign will be solar powered. A solar panel will be installed and integrated with the top of the monument sign and will not project further above the height of the sign.

CONCLUSION:

Staff reviewed the application, conducted a site inspection of the property and believes the proposed wall sign is appropriate for the site and compatible with the building design and signs from the surrounding commercial uses, with the recommended conditions.

Attachments:

- Attachment 1: Conditions of Approval
- Attachment 2: Sign & Site Plans
- Attachment 3: Landscaping Plan
- Attachment 4: Existing Site Photographs

ATTACHMENT 1

Conditions of Approval

CONDITIONS OF APPROVAL:

1. All work performed must be in substantial conformance with the plans date-stamped October 14, 2019 unless changed by any of the succeeding conditions. Future modifications that are not in substantial conformance, as determined by the Planner, shall require modification of this approval subject to the provisions of Monterey Park Municipal Code (MPMC) § 21.36.120.
2. Quality of all finished work must be per planner's approval before approval from Planning on building permit final.
3. All buildings or structures on the property must remain free of graffiti. Failure of the property owner to remove any graffiti, upon 24 hours written notice by the City, must authorize the City to remove or mask said graffiti at the cost of the property owner.
4. The property must be kept free of trash and debris at all times.
5. The applicant/property owner must sign and have notarized an affidavit acknowledging acceptance of the conditions of approval and return it to the Planning Division within 30 days of the effective date of this approval, or prior to the issuance of Planning's stamp of approval for building permit.
6. This design approval is for a new monument sign (case no. DRB-19-23), and is not an approval of building permits, which must be applied for separately with the Building Division.
7. When the use is discontinued, the business owner and/or property owner must remove all signage and repair/repaint any affected surfaces within 30 days.
8. A complete copy of these conditions, as approved, must be listed on the second sheet of plans submitted for a building permit pertaining to this project.
9. All conditions of this approval must be complied with prior to issuance of Planning Division's final approval for building permits.
10. Decision by the Board will be finalized 10 days after the date of the meeting. Appeal of the Board's decision must be submitted on appropriate forms to the City Clerk prior to midnight of the tenth day. After the ten days are barring an appeal, you may submit your plans for approval and apply for permits.
11. All Landscaped areas must be installed and properly maintained at all times.
12. All signs, together with all of their supports, braces, guys and anchors, must be kept in good repair and in proper state of preservation. The display surfaces of all signs shall be kept neatly posted at all times. The sign faces must be re-paired at any sign of chipping or fading.
13. A revised landscaping plan must be submitted as part of the plan check submission. The landscape plan must clearly indicate the propose quantity, type and size of all proposed groundcover and plants within the planter area with careful consideration given to the use of drought-tolerant and native specimens, and xeriscaping practices, subject to the review and approval of the Planner.

ATTACHMENT 2

Sign and Site Plans

ATTACHMENT 3

Landscape Plan

ATTACHMENT 4

Existing Site Photographs

ATTACHMENT 2

Design Review Board Staff Report dated January 7, 2020



Design Review Board Staff Report

DATE: January 7, 2019

AGENDA ITEM NO: 3-A

TO: Design Review Board
FROM: Mark A. McAvoy, Director of Public Works/City Engineer/City Planner
BY: Jeffrey Rimando, Assistant Planner
SUBJECT: New monument sign – 415 West Garvey Avenue (DRB-19-23)

RECOMMENDATION:

It is recommended that the Design Review Board consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-19-23) application, subject to conditions of approval contained therein; and
- (5) Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is Categorical Exempt under § 15311, Class 11(a) (On-premise Signs), in that the proposed project consists of the installation of an on-premise monument sign.

EXECUTIVE SUMMARY:

The proposed project was continued from the meeting of December 17, 2019 due to a lack of quorum.

Attachments:

Attachment 1: Design Review Board Staff Report, dated December 17, 2019
Attachment 2: Conditions of Approval

ATTACHMENT 1

Design Review Board Staff Report dated December 17, 2019

ATTACHMENT 2

Conditions of Approval

CONDITIONS OF APPROVAL:

1. All work performed must be in substantial conformance with the plans date-stamped October 14, 2019 unless changed by any of the succeeding conditions. Future modifications that are not in substantial conformance, as determined by the Planner, shall require modification of this approval subject to the provisions of Monterey Park Municipal Code (MPMC) § 21.36.120.
2. Quality of all finished work must be per planner's approval before approval from Planning on building permit final.
3. All buildings or structures on the property must remain free of graffiti. Failure of the property owner to remove any graffiti, upon 24 hours written notice by the City, must authorize the City to remove or mask said graffiti at the cost of the property owner.
4. The property must be kept free of trash and debris at all times.
5. The applicant/property owner must sign and have notarized an affidavit acknowledging acceptance of the conditions of approval and return it to the Planning Division within 30 days of the effective date of this approval, or prior to the issuance of Planning's stamp of approval for building permit.
6. This design approval is for a new monument sign (case no. DRB-19-23), and is not an approval of building permits, which must be applied for separately with the Building Division.
7. When the use is discontinued, the business owner and/or property owner must remove all signage and repair/repaint any affected surfaces within 30 days.
8. A complete copy of these conditions, as approved, must be listed on the second sheet of plans submitted for a building permit pertaining to this project.
9. All conditions of this approval must be complied with prior to issuance of Planning Division's final approval for building permits.
10. Decision by the Board will be finalized 10 days after the date of the meeting. Appeal of the Board's decision must be submitted on appropriate forms to the City Clerk prior to midnight of the tenth day. After the ten days are barring an appeal, you may submit your plans for approval and apply for permits.
11. All Landscaped areas must be installed and properly maintained at all times.
12. All signs, together with all of their supports, braces, guys and anchors, must be kept in good repair and in proper state of preservation. The display surfaces of all signs shall be kept neatly posted at all times. The sign faces must be re-paired at any sign of chipping or fading.
13. A revised landscaping plan must be submitted as part of the plan check submission. The landscape plan must clearly indicate the propose quantity, type and size of all proposed groundcover and plants within the planter area with careful consideration given to the use of drought-tolerant and native specimens, and xeriscaping practices, subject to the review and approval of the Planner.

ATTACHMENT 3

Conditions of Approval

CONDITIONS OF APPROVAL:

1. All work performed must be in substantial conformance with the plans date-stamped October 14, 2019 unless changed by any of the succeeding conditions. Future modifications that are not in substantial conformance, as determined by the Planner, shall require modification of this approval subject to the provisions of Monterey Park Municipal Code (MPMC) § 21.36.120.
2. Quality of all finished work must be per planner's approval before approval from Planning on building permit final.
3. All buildings or structures on the property must remain free of graffiti. Failure of the property owner to remove any graffiti, upon 24 hours written notice by the City, must authorize the City to remove or mask said graffiti at the cost of the property owner.
4. The property must be kept free of trash and debris at all times.
5. The applicant/property owner must sign and have notarized an affidavit acknowledging acceptance of the conditions of approval and return it to the Planning Division within 30 days of the effective date of this approval, or prior to the issuance of Planning's stamp of approval for building permit.
6. This design approval is for a new monument sign (case no. DRB-19-23), and is not an approval of building permits, which must be applied for separately with the Building Division.
7. When the use is discontinued, the business owner and/or property owner must remove all signage and repair/repaint any affected surfaces within 30 days.
8. A complete copy of these conditions, as approved, must be listed on the second sheet of plans submitted for a building permit pertaining to this project.
9. All conditions of this approval must be complied with prior to issuance of Planning Division's final approval for building permits.
10. Decision by the Board will be finalized 10 days after the date of the meeting. Appeal of the Board's decision must be submitted on appropriate forms to the City Clerk prior to midnight of the tenth day. After the ten days are barring an appeal, you may submit your plans for approval and apply for permits.
11. All Landscaped areas must be installed and properly maintained at all times.
12. All signs, together with all of their supports, braces, guys and anchors, must be kept in good repair and in proper state of preservation. The display surfaces of all signs shall be kept neatly posted at all times. The sign faces must be re-paired at any sign of chipping or fading.
13. A revised landscaping plan must be submitted as part of the plan check submission. The landscape plan must clearly indicate the propose quantity, type and size of all proposed groundcover and plants within the planter area with careful consideration given to the use of drought-tolerant and native specimens, and xeriscaping practices, subject to the review and approval of the Planner.



Design Review Board Staff Report

DATE: January 21, 2019

AGENDA ITEM NO: 3-B

TO: Design Review Board
FROM: Mark McAvoy, Director of Public Works/City Engineer/City Planner
BY: Jeffrey Rimando, Assistant Planner
SUBJECT: Single Family Dwelling Addition Greater than 2,000 Square Feet – 306 South Electric Avenue (DRB-19-13)

RECOMMENDATION:

It is recommended that the Design Review Board consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approve the requested Design Review Board (DRB-19-13) application, subject to conditions of approval contained therein; and
- (5) Take such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is categorically exempt under § 15303, Class 1 (Existing Facilities) (e) (1) Addition to an existing structure provided that the addition will not result in an increase of more than 50 percent of the floor area of the structures before addition.

EXECUTIVE SUMMARY:

The proposed project was continued from the meetings of December 17, 2019 and January 7, 2020 due to a lack of quorum.

Attachments:

- Attachment 1: Design Review Board Staff Report, dated December 17, 2019
- Attachment 2: Design Review Board Staff Report, dated January 7, 2020
- Attachment 3: Conditions of Approval

ATTACHMENT 1

Design Review Board Staff Report dated December 17, 2019



Design Review Board Staff Report

DATE: December 17, 2019

AGENDA ITEM NO: 3-C

TO: Design Review Board
FROM: Mark McAvoy, Director of Public Works/City Engineer/City Planner
BY: Jeffrey Rimando, Assistant Planner
SUBJECT: Single Family Dwelling Addition Greater than 2,000 Square Feet – 306 South Electric Avenue (DRB-19-13)

RECOMMENDATION:

It is recommended that the Design Review Board consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approve the requested Design Review Board (DRB-19-13) application, subject to conditions of approval contained therein; and
- (5) Take such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is categorically exempt under § 15303, Class 1 (Existing Facilities) (e) (1) Addition to an existing structure provided that the addition will not result in an increase of more than 50 percent of the floor area of the structures before addition.

EXECUTIVE SUMMARY:

The applicant, Rodolfo Copa, on behalf of the property owner, is requesting design review approval for an addition to an existing single-family dwelling that will result in a total square footage greater than 2,000 square feet at 306 South Electric Avenue. The property is zoned R-1 (Single-Family Residential) and is designated LDR (Low Density Residential) in the General Plan.

Property Description

The property is located on the east side of South Electric Avenue, two lots south of West Newmark Avenue. The lot is 6,945 square feet in size and is currently developed with a 1,603 square foot single-story single-family residential dwelling with a detached 2-car garage.

The surrounding properties located to the north, south, east and west are zoned R-1 and developed with single-family residential dwellings. The subject and adjacent properties are hillside lots. The grade slopes up from the sidewalk elevation. The design and character of the surrounding residential dwellings have a mid-century architectural style consisting of single-story and two-story dwellings with detached and attached 2-car garages, and a mixture of hip and gable roof designs built in the mid 1950's.

Project Description

The applicant proposes a new 992 square foot first floor addition at the rear of the dwelling and interior remodel. The total living area will be 2,595 square feet. Based on the lot area of 6,945 square feet, the maximum allowed floor area ratio is 40 percent of the lot area or 2,778 square feet. The proposed square footage will be 183 square feet less than the maximum square footage allowed. The R-1 zone allows for a maximum building height of 30 feet. The residential dwelling will remain 1-story and the addition will have a maximum building height of 12 feet and 9 inches. The proposed addition will meet the required side setbacks of 5 feet and 25 feet from the front and rear property lines.

The addition and remodel will include a new family room, laundry room, bedroom and bathroom and an existing bedroom will be converted to a study. The existing 2-car garage will remain. Single-family residential dwellings with 4 bedrooms require 2 enclosed garage spaces. Based on the number of bedrooms, the existing 2-car garage meets the required parking for the single-family dwelling.

Architecture

The existing house was built in 1951 and has a mid-century architectural style with a low-pitched gable roof style and stucco covered exterior walls. The proposed rear addition will be consistent with the existing architectural style. The applicant is proposing to maintain the exterior materials of the existing dwelling. The new addition walls will have stucco walls painted in a gray color (Omega SW, Repose Gray) to match the existing dwelling.

The new roof will have a gable roof design that is consistent with the gable roof design of the existing dwelling. The roof will have white colored asphalt shingles that will match the existing roof material (Owens Corning, GAF Royal Sovereign White). The fascia boards will be painted white (Behr, Ultrapure White Semi-Gloss). The windows will be sliding and single-hung, vinyl frame windows in a white color (Milgard, White). Although no rain gutters or downspouts are shown on the plans, Staff has conditioned the project to have the applicant/property owner at the time of plan check to revise the elevation plans to show roof drainage, such as gutters and downspouts, to match the exterior building colors.

Landscaping

No alterations are proposed to the existing landscaping. The current landscaping includes a mixture of plants, shrubs and groundcovers in the front yard. In addition, new

gray stucco covered 3 foot high retaining wall will be proposed within the rear yard to accommodate additional space for the proposed addition.

CONCLUSION:

Staff reviewed the application and believes the proposed addition and exterior remodel of the dwelling are appropriately designed for the site and compatible with the surrounding residential neighborhood, with the recommended conditions. The proposed mid-century architectural style fits within the character of the neighborhood.

Attachments:

- Attachment 1: Conditions of Approval
- Attachment 2: Site, floor, and elevation plans
- Attachment 3: Color elevations
- Attachment 4: Existing site photographs

ATTACHMENT 1

Conditions of Approval

CONDITIONS OF APPROVAL:

1. All work performed must be in substantial conformance with the plans date-stamped May 10, 2019, unless changed by any of the succeeding conditions. Future modifications that are not in substantial conformance, as determined by the Planner, shall require modification of this approval subject to the provisions of MPMC § 21.36.120.
2. Quality of all finished work shall be per planner's approval before approval from Planning on building permit final.
3. The property must be kept free of trash and debris at all times.
4. The applicant/property owner must sign and have notarized an affidavit acknowledging acceptance of the conditions of approval and return it to the Planning Division within 30 days of the effective date of this approval, or prior to the issuance of Planning's stamp of approval for building permit.
5. This approval is for a new 992 square foot addition and interior remodel of the existing single-family dwelling with a detached 2-car garage (case no. DRB-19-02), and is not an approval of building permits, which must be applied for separately with the Building Division.
6. A complete copy of these conditions, as approved, shall be listed on the second sheet of plans submitted for a building permit pertaining to this project.
7. All conditions of this approval must be complied with prior to issuance of Planning Division's final approval for building permits.
8. Decision by the Board will be finalized 10 days after the date of the meeting. Appeal of the Board's decision must be submitted on appropriate forms to the City Clerk prior to midnight of the tenth day. After the ten days are barring an appeal, you may submit your plans for approval and apply for permits.
9. All landscaped areas and existing irrigation system must be properly maintained at all times.
10. The plan check plans must show roof drainage, such as gutters and downspouts to match the exterior building colors, subject to the review and approval of the Planner.

ATTACHMENT 2

Site, floor, and elevation plans

ATTACHMENT 3

Color Elevations

ATTACHMENT 4

Site photographs

ATTACHMENT 2

Design Review Board Staff Report dated January 7, 2020



Design Review Board Staff Report

DATE: January 7, 2019

AGENDA ITEM NO: 3-B

TO: Design Review Board
FROM: Mark McAvoy, Director of Public Works/City Engineer/City Planner
BY: Jeffrey Rimando, Assistant Planner
SUBJECT: Single Family Dwelling Addition Greater than 2,000 Square Feet – 306 South Electric Avenue (DRB-19-13)

RECOMMENDATION:

It is recommended that the Design Review Board consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approve the requested Design Review Board (DRB-19-13) application, subject to conditions of approval contained therein; and
- (5) Take such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is categorically exempt under § 15303, Class 1 (Existing Facilities) (e) (1) Addition to an existing structure provided that the addition will not result in an increase of more than 50 percent of the floor area of the structures before addition.

EXECUTIVE SUMMARY:

The proposed project was continued from the meeting of December 17, 2019 due to a lack of quorum.

Attachments:

- Attachment 1: Design Review Board Staff Report, dated December 17, 2019
- Attachment 2: Conditions of Approval

ATTACHMENT 1

Design Review Board Staff Report dated December 17, 2019

ATTACHMENT 2

Conditions of Approval

CONDITIONS OF APPROVAL:

1. All work performed must be in substantial conformance with the plans date-stamped May 10, 2019, unless changed by any of the succeeding conditions. Future modifications that are not in substantial conformance, as determined by the Planner, shall require modification of this approval subject to the provisions of MPMC § 21.36.120.
2. Quality of all finished work shall be per planner's approval before approval from Planning on building permit final.
3. The property must be kept free of trash and debris at all times.
4. The applicant/property owner must sign and have notarized an affidavit acknowledging acceptance of the conditions of approval and return it to the Planning Division within 30 days of the effective date of this approval, or prior to the issuance of Planning's stamp of approval for building permit.
5. This approval is for a new 992 square foot addition and interior remodel of the existing single-family dwelling with a detached 2-car garage (case no. DRB-19-02), and is not an approval of building permits, which must be applied for separately with the Building Division.
6. A complete copy of these conditions, as approved, shall be listed on the second sheet of plans submitted for a building permit pertaining to this project.
7. All conditions of this approval must be complied with prior to issuance of Planning Division's final approval for building permits.
8. Decision by the Board will be finalized 10 days after the date of the meeting. Appeal of the Board's decision must be submitted on appropriate forms to the City Clerk prior to midnight of the tenth day. After the ten days are barring an appeal, you may submit your plans for approval and apply for permits.
9. All landscaped areas and existing irrigation system must be properly maintained at all times.
10. The plan check plans must show roof drainage, such as gutters and downspouts to match the exterior building colors, subject to the review and approval of the Planner.

ATTACHMENT 3

Conditions of Approval

CONDITIONS OF APPROVAL:

1. All work performed must be in substantial conformance with the plans date-stamped May 10, 2019, unless changed by any of the succeeding conditions. Future modifications that are not in substantial conformance, as determined by the Planner, shall require modification of this approval subject to the provisions of MPMC § 21.36.120.
2. Quality of all finished work shall be per planner's approval before approval from Planning on building permit final.
3. The property must be kept free of trash and debris at all times.
4. The applicant/property owner must sign and have notarized an affidavit acknowledging acceptance of the conditions of approval and return it to the Planning Division within 30 days of the effective date of this approval, or prior to the issuance of Planning's stamp of approval for building permit.
5. This approval is for a new 992 square foot addition and interior remodel of the existing single-family dwelling with a detached 2-car garage (case no. DRB-19-02), and is not an approval of building permits, which must be applied for separately with the Building Division.
6. A complete copy of these conditions, as approved, shall be listed on the second sheet of plans submitted for a building permit pertaining to this project.
7. All conditions of this approval must be complied with prior to issuance of Planning Division's final approval for building permits.
8. Decision by the Board will be finalized 10 days after the date of the meeting. Appeal of the Board's decision must be submitted on appropriate forms to the City Clerk prior to midnight of the tenth day. After the ten days are barring an appeal, you may submit your plans for approval and apply for permits.
9. All landscaped areas and existing irrigation system must be properly maintained at all times.
10. The plan check plans must show roof drainage, such as gutters and downspouts to match the exterior building colors, subject to the review and approval of the Planner.



Design Review Board Staff Report

DATE: January 21, 2020

AGENDA ITEM NO: 3-C

TO: Design Review Board
FROM: Mark McAvoy, Director of Public Works/City Engineer/City Planner
BY: Samantha Tewasart, Senior Planner
SUBJECT: Single Family Dwelling Addition Greater than 2,000 Square Feet –
1113 Brier Cliff Way (DRB-19-28)

RECOMMENDATION:

It is recommended that the Design Review Board consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-19-28) application, subject to conditions of approval contained therein; and
- (5) Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is categorically exempt under § 15303, Class 1 (Existing Facilities) (e) (1) Addition to an existing structure provided that the addition will not result in an increase of more than 50 percent of the floor area of the structures before addition.

EXECUTIVE SUMMARY:

The proposed project was continued from the meeting of December 17, 2019 and January 7, 2020 due to a lack of quorum.

Attachments:

- Attachment 1: Design Review Board Staff Report, dated December 17, 2019
- Attachment 2: Design Review Board Staff Report, dated January 7, 2020
- Attachment 3: Conditions of Approval

ATTACHMENT 1

Design Review Board Staff Report dated December 17, 2019



Design Review Board Staff Report

DATE: December 17, 2019

AGENDA ITEM NO: 3-D

TO: Design Review Board
FROM: Mark McAvoy, Director of Public Works/City Engineer/City Planner
BY: Samantha Tewasart, Senior Planner
SUBJECT: Single Family Dwelling Addition Greater than 2,000 Square Feet –
1113 Brier Cliff Way (DRB-19-28)

RECOMMENDATION:

It is recommended that the Design Review Board consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-19-28) application, subject to conditions of approval contained therein; and
- (5) Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is categorically exempt under § 15303, Class 1 (Existing Facilities) (e) (1) Addition to an existing structure provided that the addition will not result in an increase of more than 50 percent of the floor area of the structures before addition.

EXECUTIVE SUMMARY:

The applicant, Sam Zhou, on behalf of the property owner, is requesting design review approval for an addition to an existing single-family dwelling that will result in a total square footage greater than 2,000 square feet at 1113 Brier Cliff Way. The property is zoned R-1 (Single-Family Residential) and is designated LDR (Low Density Residential) in the General Plan.

Property Description

The property is located on the north side of Brier Cliff Way, between Ridgecrest Street and Crest Vista Drive. The lot is 19,420 square feet in size and is currently developed with a 1,618 square foot single-story single-family residential dwelling with a attached turn-in 2-car garage located in the front of the dwelling.

The surrounding properties located to the north, south, east and west are zoned R-1 and developed with single-family residential dwellings. The subject and adjacent properties are hillside lots. Brier Cliff Way slopes up from east to west. The design and character of the surrounding residential dwellings have a mid-century architectural style consisting of single-story dwellings with attached 2-car garages, and a mixture of hip and gable roof designs built in the early 1950's.

Project Description

The applicant proposes to convert an existing 441 square foot garage to a new bedroom, add 673 square feet to the existing dwelling and a new 32 square feet front porch. Additionally, a new detached 430 square feet 2-car garage will be constructed with an attached 474 square feet accessory dwelling unit (ADU). Based on the lot area of 19,420 square feet, the maximum allowed floor area ratio is 35 percent of the lot area or 6,797 square feet. The total proposed floor area ratio, including the accessory dwelling unit, will be 3,206 square feet, which will be 47 percent less than the maximum allowed. The R-1 zone allows for a maximum building height of 30 feet. The residential dwelling will remain one-story, 17 feet 10 inches tall. The accessory dwelling unit will be one-story, 14 feet 3 inches tall. The proposed residential dwelling will meet the required side setbacks of 5 feet for the first floor and 25 feet from the front and rear property lines.

The first level addition and remodel will include a living room, kitchen, dining room, family room, 4 bedrooms, 3 bathrooms, and a powder room. Single-family residential dwellings with 4 bedrooms require 2 enclosed garage spaces. Based on the number of bedrooms, the existing detached 2-car garage meets the required parking for the single-family dwelling. The ADU will have a living room, kitchen, dining area, one bedroom, and 1 bathroom.

Architecture

The primary dwelling and ADU will have a contemporary architectural style. The exterior walls will consist of a light beige smooth stucco (La Habra Stucco: X-475 Viejo Base 200). The dwelling and ADU will have a hip roof design. The roofs will have grey/brown blend colored shingles (CertainTeed Presidential Shake TL, Color: Shadowy Grey). The window and door trims, and roof eave fascia boards will be painted dark beige (Behr, Shikake N220-4). Stone veneer in a light beige blend (Coronado Stone: Amalfi Ledge Pompeii) will be applied to the front porch columns and at the base of the dwelling 14-inches high.

The windows will be a combination of single hung and slider vinyl frame windows in a white color (Value: Single Hung and Sliders, White). The decorative front entry door will be double-swing and have a square top with an eyebrow glass top painted bronze (Universal Iron Doors and Hardware). Exterior decorative wall light fixtures in a contemporary design will be installed on the residential dwelling (Feit Electric, 12-inch LED Coach Lantern, Model: LAN12Bz60/2/RP, Color: Bronze).

Landscaping

As part of the project, the existing landscaping will mainly remain unaltered. The proposed addition will occur at the existing driveway area. Although some landscaping will be removed for the construction of the new garage and ADU at the rear, there will remain approximately 100 feet deep of landscaping. The current landscaping consists of a mixture of mature trees, shrubs and ground cover. Staff believes that the proposed architectural style with the existing landscaping is in keeping with the residential character of the area.

CONCLUSION:

Staff reviewed the application and believes the single-family dwelling is appropriately designed for the site and compatible with the surrounding residential neighborhood, with the recommended conditions. The proposed contemporary architectural style fits within the character of the neighborhood.

Attachments:

- Attachment 1: Conditions of Approval
- Attachment 2: Site, floor and elevation plans
- Attachment 3: Color elevations
- Attachment 4: Existing site photographs

ATTACHMENT 1

Conditions of Approval

CONDITIONS OF APPROVAL:

1. All work performed must be in substantial conformance with the plans date-stamped May 29, 2019, unless changed by any of the succeeding conditions. Future modifications that are not in substantial conformance, as determined by the Planner, shall require modification of this approval subject to the provisions of MPMC § 21.36.120.
2. Quality of all finished work shall be per planner's approval before approval from Planning on building permit final.
3. The property must be kept free of trash and debris at all times.
4. The applicant/property owner must sign and have notarized an affidavit acknowledging acceptance of the conditions of approval and return it to the Planning Division within 30 days of the effective date of this approval, or prior to the issuance of Planning's stamp of approval for building permit.
5. This approval is for the conversion of an existing 441 square foot garage to a bedroom, 673 square feet addition, new 32 square feet front porch, new detached 430 square feet 2-car garage with an attached 474 square feet accessory dwelling unit (ADU) (case no. DRB-19-04), and is not an approval of building permits, which must be applied for separately with the Building Division.
6. A complete copy of these conditions, as approved, shall be listed on the second sheet of plans submitted for a building permit pertaining to this project.
7. All conditions of this approval must be complied with prior to issuance of Planning Division's final approval for building permits.
8. Decision by the Board will be finalized 10 days after the date of the meeting. Appeal of the Board's decision must be submitted on appropriate forms to the City Clerk prior to midnight of the tenth day. After the ten days are barring an appeal, you may submit your plans for approval and apply for permits.
9. All landscaped areas and existing irrigation system must be properly maintained at all times.

ATTACHMENT 2

Site, floor and elevation plans

ATTACHMENT 3

Color Elevations

ATTACHMENT 4

Existing Site Photographs

ATTACHMENT 2

Design Review Board Staff Report dated January 7, 2020



Design Review Board Staff Report

DATE: January 7, 2020

AGENDA ITEM NO: 3-C

TO: Design Review Board

FROM: Mark McAvoy, Director of Public Works/City Engineer/City Planner

BY: Samantha Tewasart, Senior Planner

SUBJECT: Single Family Dwelling Addition Greater than 2,000 Square Feet –
1113 Brier Cliff Way (DRB-19-28)

RECOMMENDATION:

It is recommended that the Design Review Board consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-19-28) application, subject to conditions of approval contained therein; and
- (5) Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is categorically exempt under § 15303, Class 1 (Existing Facilities) (e) (1) Addition to an existing structure provided that the addition will not result in an increase of more than 50 percent of the floor area of the structures before addition.

EXECUTIVE SUMMARY:

The proposed project was continued from the meeting of December 17, 2019 due to a lack of quorum.

Attachments:

- Attachment 1: Design Review Board Staff Report, dated December 17, 2019
- Attachment 2: Conditions of Approval

ATTACHMENT 1

Design Review Board Staff Report dated December 17, 2019

ATTACHMENT 2

Conditions of Approval

CONDITIONS OF APPROVAL:

1. All work performed must be in substantial conformance with the plans date-stamped May 29, 2019, unless changed by any of the succeeding conditions. Future modifications that are not in substantial conformance, as determined by the Planner, shall require modification of this approval subject to the provisions of MPMC § 21.36.120.
2. Quality of all finished work shall be per planner's approval before approval from Planning on building permit final.
3. The property must be kept free of trash and debris at all times.
4. The applicant/property owner must sign and have notarized an affidavit acknowledging acceptance of the conditions of approval and return it to the Planning Division within 30 days of the effective date of this approval, or prior to the issuance of Planning's stamp of approval for building permit.
5. This approval is for the conversion of an existing 441 square foot garage to a bedroom, 673 square feet addition, new 32 square feet front porch, new detached 430 square feet 2-car garage with an attached 474 square feet accessory dwelling unit (ADU) (case no. DRB-19-04), and is not an approval of building permits, which must be applied for separately with the Building Division.
6. A complete copy of these conditions, as approved, shall be listed on the second sheet of plans submitted for a building permit pertaining to this project.
7. All conditions of this approval must be complied with prior to issuance of Planning Division's final approval for building permits.
8. Decision by the Board will be finalized 10 days after the date of the meeting. Appeal of the Board's decision must be submitted on appropriate forms to the City Clerk prior to midnight of the tenth day. After the ten days are barring an appeal, you may submit your plans for approval and apply for permits.
9. All landscaped areas and existing irrigation system must be properly maintained at all times.

ATTACHMENT 3

Conditions of Approval

CONDITIONS OF APPROVAL:

1. All work performed must be in substantial conformance with the plans date-stamped May 29, 2019, unless changed by any of the succeeding conditions. Future modifications that are not in substantial conformance, as determined by the Planner, shall require modification of this approval subject to the provisions of MPMC § 21.36.120.
2. Quality of all finished work shall be per planner's approval before approval from Planning on building permit final.
3. The property must be kept free of trash and debris at all times.
4. The applicant/property owner must sign and have notarized an affidavit acknowledging acceptance of the conditions of approval and return it to the Planning Division within 30 days of the effective date of this approval, or prior to the issuance of Planning's stamp of approval for building permit.
5. This approval is for the conversion of an existing 441 square foot garage to a bedroom, 673 square feet addition, new 32 square feet front porch, new detached 430 square feet 2-car garage with an attached 474 square feet accessory dwelling unit (ADU) (case no. DRB-19-04), and is not an approval of building permits, which must be applied for separately with the Building Division.
6. A complete copy of these conditions, as approved, shall be listed on the second sheet of plans submitted for a building permit pertaining to this project.
7. All conditions of this approval must be complied with prior to issuance of Planning Division's final approval for building permits.
8. Decision by the Board will be finalized 10 days after the date of the meeting. Appeal of the Board's decision must be submitted on appropriate forms to the City Clerk prior to midnight of the tenth day. After the ten days are barring an appeal, you may submit your plans for approval and apply for permits.
9. All landscaped areas and existing irrigation system must be properly maintained at all times.



Design Review Board Staff Report

DATE: January 21, 2020

AGENDA ITEM NO: 3-D

TO: Design Review Board

FROM: Mark A. McAvoy, Director of Public Works/City Engineer/City Planner

BY: Kevin Tan, Planning Intern

SUBJECT: New wall sign – 210 N. Garfield Avenue, Suite 101 (DRB-19-26)

RECOMMENDATION:

It is recommended that the Design Review Board consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-19-26) application, subject to conditions of approval contained therein; and
- (5) Taking such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is Categorically Exempt under § 15311, Class 11(a) (On-premise Signs), in that the proposed project consists of the installation of an on-premise wall sign.

EXECUTIVE SUMMARY:

The applicant, New Signs & Printing, is requesting design review approval for a new wall sign at 210 North Garfield Avenue, Suite 101. The subject property is located on the east side of the North Garfield Avenue between East Emerson Avenue and Garvey Avenue. The property is zoned C-B, P-D (Central Business Commercial, Planned Development) and is designated MU-I (Mixed-Use-I) in the General Plan.

Site Analysis

The subject property is currently developed with an existing multi-story medical office building at the front of the lot with its related parking area to the back (eastern). The commercial unit is occupied by Honest Pharmacy.

The properties located to the north, east, south, and west consist of one-story and multi-story medical office buildings. The design and character of the surrounding wall signs consist of a mixture of internally illuminated LED channel letter sign either directly mounted to the building wall or mounted onto a raceway. The signs have a combination

of both the modern English letter alphabet and Chinese characters contained within two rows of text.

Project Description

The proposed wall sign will be installed on the front (west) elevation of the building. The sign will be comprised of internally illuminated LED channel letters. The wall sign will consist of one row of Chinese characters and their logo and one row of text below with modern English letters "Honest Pharmacy.". The Chinese characters are a translation of the business name.

The Chinese characters will be comprised of a 1/8 inch white acrylic face with green vinyl and the modern English letters will have a 1/8 inch white acrylic face with blue vinyl. The logo will have a 1/8 inch white acrylic face with blue and green vinyl. The wall sign will have 3/4 inch black trim caps with 5-inch deep black acrylic enamel finish. The Chinese characters will be 16 inches tall and the modern English text will be 12 inches tall. The logo will be 18" tall. The overall sign width will be 7.83 feet and the total sign area will be 22.6 square feet. The width of the building frontage is 30 feet, which allows for a maximum sign area of 30 square feet. The proposed sign area will be 7.4 square feet less than the maximum area allowed. The sign will be mounted on an aluminum raceway 34"x96"x3", painted DET617 winter morn. The sign will be installed within the maximum allowed sign height of 15 feet and will be horizontally centered on the building wall.

CONCLUSION:

Staff reviewed the application, conducted a site inspection of the property and believes the proposed wall sign is appropriate for the site and compatible with the building design and signs from the surrounding commercial uses, with the recommended conditions.

Attachments:

- Attachment 1: Conditions of Approval
- Attachment 2: Sign & Site Plans
- Attachment 3: Existing Site Photographs

ATTACHMENT 1

Conditions of Approval

CONDITIONS OF APPROVAL:

1. All work performed must be in substantial conformance with the plans date-stamped October 31, 2019 unless changed by any of the succeeding conditions. Future modifications that are not in substantial conformance, as determined by the Planner, shall require modification of this approval subject to the provisions of Monterey Park Municipal Code (MPMC) § 21.36.120.
2. Quality of all finished work must be per planner's approval before approval from Planning on building permit final.
3. All buildings or structures on the property must remain free of graffiti. Failure of the property owner to remove any graffiti, upon 24 hours written notice by the City, must authorize the City to remove or mask said graffiti at the cost of the property owner.
4. The property must be kept free of trash and debris at all times.
5. The applicant/property owner must sign and have notarized an affidavit acknowledging acceptance of the conditions of approval and return it to the Planning Division within 30 days of the effective date of this approval, or prior to the issuance of Planning's stamp of approval for building permit.
6. This design approval is for a new internally illuminated LED channel letter sign (case no. DRB-19-26), and is not an approval of building permits, which must be applied for separately with the Building Division.
7. When the use is discontinued, the business owner and/or property owner must remove all signage and repair/repaint any affected surfaces within 30 days.
8. A complete copy of these conditions, as approved, must be listed on the second sheet of plans submitted for a building permit pertaining to this project.
9. All conditions of this approval must be complied with prior to issuance of Planning Division's final approval for building permits.
10. Decision by the Board will be finalized 10 days after the date of the meeting. Appeal of the Board's decision must be submitted on appropriate forms to the City Clerk prior to midnight of the tenth day. After the ten days are barring an appeal, you may submit your plans for approval and apply for permits.
11. All signs, together with all of their supports, braces, guys and anchors, must be kept in good repair and in proper state of preservation. The display surfaces of all signs shall be kept neatly posted at all times. The sign faces must be re-paired at any sign of chipping or fading.

ATTACHMENT 2

Sign and Site Plans

ATTACHMENT 3

Existing Site Photographs



Design Review Board Staff Report

DATE: January 21, 2020

AGENDA ITEM NO: 3-E

TO: Design Review Board
FROM: Mark McAvoy, Director of Public Works/City Engineer/City Planner
BY: Jeffrey Rimando, Assistant Planner
SUBJECT: New Single Family Dwelling with an Attached 2-Car Garage – 115 North Orange Avenue (DRB-19-20)

RECOMMENDATION:

It is recommended that the Design Review Board consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approve the requested Design Review Board (DRB-19-20) application, subject to conditions of approval contained therein; and
- (5) Take such additional, related, action that may be desirable.

CEQA (California Environmental Quality Act):

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is categorically exempt under § 15303, Class 3 (a) (New Construction or Conversion of Small Structures) one single-family residence in a residential zone.

EXECUTIVE SUMMARY:

The applicant, Kamen Lai, on behalf of the property owner, is requesting design review approval for a new single-family dwelling greater than 2,000 square feet at 115 North Orange Avenue. The property is zoned C-S, P-D (Commercial Services, Planned Development) and is designated MU II (Mixed Use II) in the General Plan. According to the East Garvey Mixed Use II category, allowable residential uses include those identified in the High Density Residential category. The High Density Residential category allows a broad range of dwelling unit types, including a single-family dwelling.

Property Description

The property is located on the west side of North Orange Avenue, three lots north of East Garvey Avenue. The lot is 6,020 square feet in size and is currently developed with a 1,050 square foot single-story single-family residential dwelling.

The surrounding properties located to the north, south, east and west are zoned C-S, P-D and developed with a mixture of single-story commercial buildings and single- and multi-family residential dwellings. The subject and adjacent properties are relatively flat. The design and character of the surrounding residential dwellings have a mid-century architectural style consisting of single and two-story single- and multi-family dwellings with attached and detached 2-car garages, and a mixture of hip and gable roof designs built in the 1930's to late 1950's.

Project Description

The applicant proposed to construct a new 2,406 square foot 2-story (3-bedroom) addition, with an attached 621 square foot 2-car garage. Based on the lot area of 6,020 square feet, the maximum allowed floor area ratio is 40 percent of the lot area or 2,408 square feet. The proposed square footage will be 2 square feet less than the maximum square footage allowed. The R-1 zone allows for a maximum building height of 30 feet. The residential dwelling will be 2-stories and will have a maximum building height of 25 feet and 5 inches. The first level will have an entry porch and a covered patio in the rear, a living room, kitchen, dining room, family room, powder room and a bedroom with a bathroom. The second floor will have 2 bedrooms, 2 bathrooms and 2 balconies accessible by each respective bedroom.

Single-family residential dwellings with 3 bedrooms require 2 enclosed garage spaces. Based on the number of bedrooms, the proposed 2-car garage meets the required parking for the single-family dwelling. Access to the 2-car garage will be provided by a 16 feet wide driveway that will take direct access from North Orange Avenue. The proposed residential dwelling will meet the required street side setbacks of 10 feet for the first floor, 15 feet for the second floor, the side setbacks of 5 feet for the first floor, 10 feet for the second floor and 25 feet from the front and rear property lines.

Architecture

The proposed residential dwelling will have a contemporary architectural style. The exterior walls will have a mixture of beige smooth finish stucco (Merlex Stucco: Moroccan Sand, P-1210 B-Base 200) and a black stone veneer (El Dorado Stone: Tundra Brick in Ironside). As an accent, the entry porch will consist of limestone stone veneer (El Dorado Stone: Limestone San Marino). The roof will have a hip design with brown colored tile (Eagle Roofing Products, Color: Brown Range, Type: Ponderosa). The roof eaves will be painted a brown color (Dunn Edwards Paints: Weathered Brown DEC756). The rain gutters will be painted to match the color of the roof eaves. The windows will be casement, vinyl frame windows in a dark brown color (Jeld-Wen: Casement, Dark Chocolate). The decorative main entry door will be comprised of a brown solid core wooden material with sectional glass panels (Glenview Doors, Model: GD-823PW, Color: Weathered Brown Dec756).

The garage door will have a sectional decorative dark bronze aluminum frame with bronze tinted glass panels (Clopay Garage Doors, Avante Collection, Color: Dark Bronze Anodized, Bronze Tint). The second story will have a balcony above the proposed garage and one above the rear patio cover consisting of wrought-iron railing

painted black (Dunn Edwards Paints, Color: Flat Black DEA187). The decorative wall light fixtures will be incorporated onto the east elevation of the garage and entry porch and on the south elevation adjacent to the garage access door (The Great Outdoors Wall Light, Model: Artisan Lane 72252-66, Color: Rust Finish).

Landscaping

As part of the new construction of the 2-story residential dwelling, the property will include new landscaping and a 4-foot high decorative combination wall consisting of a smooth stucco freestanding block wall to be painted to match the proposed residence and a brown wrought iron fence extension located adjacent to the east property line. A 4-foot high smooth stucco freestanding block wall will be constructed along a portion of the north property line. The proposed landscaping consists of a mixture of trees, shrubs and groundcovers. The proposed trees include two 24-inch box size Western Redbuds with 2 existing Viburnum trees to be relocated in the front yard. The proposed shrubs include 15-gallon size Green Columnar Juniper, 15-gallon size Skyrocket Juniper, 5-gallon size Green Beauty Boxwood, 5-gallon size Flower Carpet Pink Groundcover Rose, 5-gallon size Ballerina Indian Hawthorn, 5-gallon size Diamond Heights Carmel Creeper, 5-gallon size Magenta Rock Rose, 5-gallon size Wheeler's Dwarf Japanese Mock Orange and 5-gallon size Blue Gem Westringia. The proposed ground covers include bark mulch in the planter areas and Silver Carpet. Staff believes that the proposed contemporary architectural style with the landscaped areas is in keeping with the residential character of the area. Although no irrigation plans were submitted for review a condition of approval has been added to have the applicant at the time of plan check submit a water efficient irrigation plan.

CONCLUSION:

Staff reviewed the application and believes the single-family dwelling is appropriately designed for the site and compatible with the surrounding residential neighborhood, with the recommended conditions. The proposed contemporary architectural style fits within the character of the neighborhood.

Attachments:

- Attachment 1: Conditions of Approval
- Attachment 2: Site, floor, and elevation plans
- Attachment 3: Color elevations
- Attachment 4: Existing site photographs

ATTACHMENT 1

Conditions of Approval

CONDITIONS OF APPROVAL:

1. All work performed must be in substantial conformance with the plans date-stamped September 17, 2019, unless changed by any of the succeeding conditions. Future modifications that are not in substantial conformance, as determined by the Planner, shall require modification of this approval subject to the provisions of MPMC § 21.36.120.
2. Quality of all finished work shall be per planner's approval before approval from Planning on building permit final.
3. The property must be kept free of trash and debris at all times.
4. The applicant/property owner must sign and have notarized an affidavit acknowledging acceptance of the conditions of approval and return it to the Planning Division within 30 days of the effective date of this approval, or prior to the issuance of Planning's stamp of approval for building permit.
5. This approval is for a new 2,406 square foot 2-story (3-bedroom) single-family residential dwelling with an attached 3-car garage (case no. DRB-19-20), and is not an approval of building permits, which must be applied for separately with the Building Division.
6. A complete copy of these conditions, as approved, shall be listed on the second sheet of plans submitted for a building permit pertaining to this project.
7. All conditions of this approval must be complied with prior to issuance of Planning Division's final approval for building permits.
8. Decision by the Board will be finalized 10 days after the date of the meeting. Appeal of the Board's decision must be submitted on appropriate forms to the City Clerk prior to midnight of the tenth day. After the ten days are barring an appeal, you may submit your plans for approval and apply for permits.
9. All landscaped areas and existing irrigation system must be properly maintained at all times.
10. The HVAC Condenser units must be located in the rear or interior side yard screened from public view and cannot be located any closer than 5 feet to a side or rear property line that abuts a residential zoned property.
11. An irrigation plan must be submitted as part of the plan check submission. The irrigation plan must show the use of a water efficient irrigation system, such as drip irrigation, within the landscape planter areas, subject to the review and approval of the Planner.
12. At the time of plan check submittal, the fence/wall elevation plans shall be drawn to scale.
13. At the time of plan check submittal, provide the public right-of-way width along North Orange Avenue.

ATTACHMENT 2

Site, floor, and elevation plans

ATTACHMENT 3

Color Elevations

ATTACHMENT 4

Site photographs