



DESIGN REVIEW COMMISSION MEETING MINUTES

7:00 PM - Wednesday, June 15, 2022

Telephone/Video Conference Only

CALL MEETING TO ORDER

At 7:00 p.m. Chair Blockhus called the meeting to order.

ESTABLISH QUORUM

PRESENT: Chair Blockhus, Vice-Chair Ma, Commissioners Bishop (arrived at 7:02 PM due to technical issues), Harding and Kirik

STAFF: Senior Planner Gallegos and Associate Planner Healy

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

ITEMS FOR CONSIDERATION/ACTION

CONSENT CALENDAR

1. **Design Review Commission Minutes**
Approve minutes of the regular meeting of June 1, 2022.

Action: Upon a motion by Commissioner Harding, seconded by Vice-Chair Ma, the Commission approved the minutes of the regular meeting of June 1, 2022 as written.

The motion was approved (5-0) by the following vote:

AYES: Blockhus, Bishop, Harding, Kirik, and Ma

NOES: None

PUBLIC HEARING

2. **SC21-0051, V22-0001 & ADU21-0090 – Khurram Iqbal – 899 Madonna Way**
Variance to encroach into the daylight plane for the R1-10 Zoning district and Design Review for a 4,023 square-foot new two-story house. The project includes a 2,528 square-foot addition at the first story and a 1,495 square-foot addition at the second story. The project also includes an 849 square-foot attached accessory dwelling unit, which is not part of the design review application. This project is categorically exempt from environmental review under Section 15301 of the California Environmental Quality Act. *Project Planner: Gallegos*

Vice-Chair Ma recused himself due to a business relationship with the party related to the project.

STAFF PRESENTATION

Senior Planner Gallegos presented the staff report recommending approval of design review and variance applications SC22-0009 and V22-0001 subject to the listed findings and conditions.

APPLICANT PRESENTATION

Applicant Khurram Iqbal provided a project presentation and answered clarifying questions from Commissioners Harding, Kirik, Bishop and Chair Blockhus.

PUBLIC COMMENT

Residents Polly Siegel and Joyce Ng commented on the project.

Chair Blockhus closed the public comment period.

Commissioner discussion then proceeded.

Action: Motion by Commissioner Kirik to approve variance application V22-0001 per the staff report findings and conditions.

Commissioner Kirik withdrew his motion.

Action: Upon a motion by Commissioner Kirik, seconded by Commissioner Harding, the Commission continued design review and variance applications SC21-0051 and V22-0001 with the following direction:

- The applicant shall come back with further details in the plans addressing the retaining walls and safety concerns of the retaining walls in the front yard and at the street.
- The applicant shall further develop the landscape plan to show walkways and steps from the frontage to the ADU.
- The applicant shall provide further detailing on both the upper and lower decks.
- The applicant shall revise the plans to show how the retaining wall will work in the easement area, specifically the sewer easement, and evaluate whether backing up and turning around will work there.
- Staff will require a construction management plan.

The motion was approved (4-0) by the following vote:

AYES: Blockhus, Bishop, Harding, and Kirik

NOES: None

RECUSED: Ma

Vice-Chair Ma rejoined the meeting for the remainder of the agenda items.

DISCUSSION ITEMS

3. SC22-0009 – Kyle Chan – 629 Benvenue Avenue

Design review for a new 3,564 square-foot two-story single-family residence. The project includes 2,477 square feet on the first story and 1,087 square feet on the second story. This project is categorically exempt from environmental review under Section 15303 of the California Environmental Quality Act. *Project Manager: Healy. THIS ITEM WAS CONTINUED FROM THE JUNE 1, 2022 DRC MEETING.*

STAFF PRESENTATION

Associate Planner Healy presented the staff report recommending approval of design review application SC22-0009 subject to the listed findings and conditions.

APPLICANT PRESENTATION

Applicant and project architect, Kyle Chan provided a project presentation and answered clarifying questions from Commissioner Kirik and Chair Blockhus.

PUBLIC COMMENT

None.

Chair Blockhus closed the public comment period.

Commissioner discussion then proceeded.

Action: Upon a motion by Commissioner Harding, seconded by Vice-Chair Ma, the Commission approved design review application SC22-0009 subject to the staff report findings and conditions.

The motion was approved (5-0) by the following vote:

AYES: Blockhus, Bishop, Harding, Kirik, and Ma

NOES: None

4. **SC22-0002 – Walter Chapman – 632 Leaf Court**

Design review for a new 3,878 square-foot two-story single-family residence. The project includes 3,171 square feet on the first story and 707 square feet on the second story. This project is categorically exempt from environmental review under Section 15303 of the California Environmental Quality Act. *Project Planner: Healy*

STAFF PRESENTATION

Associate Planner Healy presented the staff report recommending approval of design review application SC22-0002 subject to the listed findings and conditions and answered questions from Vice-Chair Ma and Commissioners Kirik and Bishop.

APPLICANT PRESENTATION

Applicant and project designer, Walter Chapman provided a project presentation and answered clarifying questions from Commissioner Kirik, Vice-Chair Ma, and Chair Blockhus.

PUBLIC COMMENT

Residents Mark Beckstead, Kevin Vanderbeak, Mrs. Beckstead, and Amy Lynch commented on the project.

Chair Blockhus closed the public comment period.

The property owners Fernando and Gayle Mujica responded to the Public Comments.

Commissioner discussion then proceeded.

Action: Upon a motion by Commissioner Kirik, seconded by Commissioner Harding, the Commission continued design review application SC22-0002 with the following direction:

- Provide a certified arborist report addressing the condition of the impacts of the basement and driveway, including a shoring plan, on the 60-inch Oak tree and Magnolia tree.

- No driveway width in excess of the average driveway curb cuts on Leaf Court shall be allowed.
- Address the plate height.

The motion was approved (5-0) by the following vote:

AYES: Blockhus, Bishop, Harding, Kirik, and Ma

NOES: None

COMMISSIONERS' REPORTS AND COMMENTS

Chair Blockhus said he will not be in attendance for the DRC meeting on July 20, 2022.

Commissioner Kirik and Vice-Chair Ma reported on their progress on the SB9 subcommittee feedback.

POTENTIAL FUTURE AGENDA ITEMS

Senior Planner Gallegos stated that the next few meetings have full agendas and polled the Commissioners for attendance for the July 2022 DRC meetings.

ADJOURNMENT

Chair Blockhus adjourned the meeting at 9:40 PM.

Sean Gallegos
Senior Planner