



**Action Minutes
Design Commission
Tuesday December 10, 2019 at 6:30 p.m.**

**Regular Meeting
City Hall, Council Chambers – Room S249
100 N. Garfield Avenue, Pasadena CA 91101**

**For a complete and detailed recap of the meeting, please log to:
<https://ww5.cityofpasadena.net/commissions/commission-meetings-archived-recordings/>**

1. **ROLL CALL** – Chair Toro called the meeting to order at 6:45 p.m.
Present: Commissioners Toro, Carpenter, Coppess, Loomis, Sepulveda, Chiao, and Elfarra
Absent: Commissioners Rao, and Lim (Excused)
Staff: Leon White, Kevin Johnson, Amanda Landry, and Michi Takeda
2. **APPROVAL OF MINUTES** – Approval of the minutes November 26, 2019.
Moved and seconded by Commissioners Loomis and Chiao to approve the minutes. No opposition; Commissioners Coppess and Elfarra Abstain, the minutes were approved.
3. **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA** – No comments.
4. **APPROVAL OF THE AGENDA ORDER**
Moved and seconded by Commissioners Loomis and Elfarra. No opposition; the Agenda Order was approved.
5. **MAJOR CHANGES TO APPROVED PROJECT**
 - A. **140 Chestnut St. – (St. Andrews Church) - (Council District 3)**
Major changes to previously approved new 21, 747 SF pastoral center and gymnasium with a one level subterranean parking garage.

*(Case Planner: Kevin Johnson)
Owner: Archdiocese of Los Angeles
Architect/Applicant: Stefanos Polyzoides*

Public Comments: Raphael Dominga (In favor)

Commission Comments:

- All three arched openings at the ground floor, west elevation, north of the welcome center, shall contain windows.
- The conditions of approval in the original approval letter dated December 15, 2017, which are in Attachment A, shall continue to apply to this revised project, except condition 1.
- The applicant shall comply with the conditions in Attachment B from the Departments of Transportation and Public Works (dated November 18, 2019 and December 2, 2019, respectively).

- The project shall comply with all applicable Code requirements prior to issuance of a building permit.

Motion:

Moved and seconded by Commissioners Chiao and Coppess to approve the Major Changes to an Approved Project subject to conditions and to be further reviewed and approved by staff prior to issuance of a building permit.

AYES: Commissioners Loomis, Coppess, Sepulveda, Elfarra, and Chiao,
 NOES: None
 ABSENT: Commissioners Rao, and Lim (Excused)
 ABSTAIN: Commissioners Toro and Carpenter
 APPROVED: 5-0-2

6. FINAL DESIGN REVIEW

A. 417 N. Madison Ave – (Council District 3)

New construction of a three-story, 35-unit multi-family development with subterranean parking. The site is currently developed with a non-historic single-family residence that is proposed to be demolished.

*(Case Planner: Amanda Landry)
 Owner: Panoptic Development
 Applicant/Architect: ONYX Architects*

Public Comments: None

Commission Comments:

- The use of alumawood and vinyl fencing are not approved. Architectural details depicting the aforementioned materials shall be revised to reflect actual wood that is painted or stained.
- A tree protection plan prepared by a Certified Arborist shall be incorporated into the plans submitted for building plan check.
- City staff will consult with the certified arborist to determine how long after construction the tree's health needs to be monitored.
- The maintenance plan shall be executed by the applicant and monitored by the arborist, to better ensure the protected tree's long-term survival.
- The location of the entry columns shall be revised to engage with the interior corners flanking the entryway or removed altogether.
- A fully dimensioned detail for the raised plaster surround at the corner windows flanking the main entry portal shall be included in the plans submitted for building plan check.
- The plaster control joints/screed lines/reveals shall be clearly depicted in the plans submitted for building plan check and an enlarged detail for this feature shall also be included in the plans.
- The utility placement must also consider the existing and proposed trees on the site.
- Design details or shop drawings matching the provided imagery and written descriptions for all hardscape and site features shall be included in the plans submitted for building plan check.
- The lighting temperature specified on the final plans shall not rise above 3,000 kelvin for all proposed exterior fixtures.
- All exterior metalwork shall have a consistent color and finish.
- An 8' x 8' minimum mock-up panel of the building finishes, including a corner detail, shall be provided and shall be reviewed and approved by staff prior to construction and installation.

Motion:

Moved and seconded by Commissioners Loomis and Chiao to approve the Final Design Review subject to conditions and recommendations, which shall be subject to staff review and approval prior to issuance of a building permit.

AYES: Commissioners Loomis, Coppess, Sepulveda, and Elfarra
NOES: Commissioners Toro and Chiao
ABSENT: Commissioners Rao, and Lim (Excused)
ABSTAIN: Commissioner Carpenter
APPROVED: 4-2-1

7. COMMENTS AND REPORTS FROM STAFF

- A. Staff reported that this will be the last meeting of the year, however when we return in January we have a lot scheduled through March and are starting to schedule projects into April.

8. COMMENTS AND REPORTS FROM COMMISSION - None

9. COMMENTS AND REPORTS FROM COMMITTEES

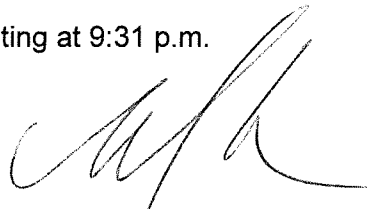
- Staff recommends postponing this item for discussion until the next meeting in order to have a full commission to decide who will populate the vacant seats.
- Staff had recommend dissolving the Alexandria Subcommittee; however, a date has not been set up to have the commission look at the interior of the building. Once this occurs, staff will recommend dissolving the subcommittee.

1. **Urban Forestry Advisory Committee** - (Loomis) No report
2. **Historic Preservation Commission** - (Elfarra) No report
3. **Planning Commission** - (Coppess) No report
4. **Transportation Advisory Commission** - (Lim) No report
5. **Arts & Culture Commission** - (Sepulveda) No report
6. **Concept Design Review Application Subcommittee** - (Loomis, Toro) No report
7. **Las Encinas Psychiatric Hospital & Barn Subcommittee** - (TBD, TBD) No report
8. **Specific Plan Implementation Process Subcommittee** - (Loomis, TBD, TBD) No report
9. **100 West Walnut St. Subcommittee (PARSONS)** - (Loomis, Chiao, Toro) No report
10. **Design Commission Annual Field Trip Subcommittee** - (Sepulveda, TBD, Loomis) No report
11. **Alexandria Subcommittee** - (TBD, Chiao) No report
12. **Olivewood (North and South) Subcommittee** - (TBD, Loomis, TBD) No report
13. **130-140 N. Fair Oaks Avenue Subcommittee** - (TBD, Loomis, TBD) No report
14. **270 Bellevue Drive Subcommittee** - (TBD, TBD, Toro) No report
15. **3200 East Foothill Boulevard (SpaceBank)** - (Chiao, Loomis) No report
16. **94 S. Los Robles Avenue (Kaiser)** - (Loomis, Lim, Chiao) No report
17. **1539 East Howard St. (EF Academy)** – (Toro, Chiao, Loomis)
 - Commissioner Toro reported that they were in the process of scheduling a tour of the project and that it was moved to the first week of January as requested by the applicant.
18. **Design Awards Subcommittee** – (Loomis, Lim) No report

10. **ADJOURNMENT** – Chair Toro adjourned the meeting at 9:31 p.m.



Jose Noel Toro, Chair
~~ROBERT CARPENTER~~ V. CHAIR



Michi Takeda, Recording Secretary