



**MEETING MINUTES
SPECIAL MEETING
DESIGN COMMISSION
Tuesday, November 8, 2022**

**SPECIAL PUBLIC MEETING AT 4:30 P.M.
Virtual Meeting**

FOR A COMPLETE AND DETAILED RECAP OF THE MEETING, PLEASE VISIT:
<https://www.cityofpasadena.net/commissions/audio-video-recordings/>

1. ROLL CALL- CHAIR SEPULVEDA CALLED THE MEETING TO ORDER AT 4:30PM

Present: Commissioners Rao, Delgado, Chiao, Carpenter, and Sepulveda
Absent: Commissioners Litwin and Toro (both Excused)
Staff: Kevin Johnson and Edwar Sissi

2. APPROVAL OF MINUTES - NONE

3. MAJOR CHANGES TO APPROVED PROJECT

A. 747 E. GREEN ST (COUNCIL DISTRICT 7)

Changes to an approved Concept Design Review from a previously proposed 7-story, 83,802 square-foot mixed-use building with 5,303 square-feet of ground floor commercial space and 72 residential units above 3 levels of subterranean parking to a new 6-story, 80,800 square-foot mixed-use building with 5,303 square feet of ground floor commercial space and 60 residential units above 2.5 levels of subterranean parking, including façade renovation and conversion of the upper floors of an existing 4-story office building into residential use.

(Case Planner: Rathar Duong)

Owner/Applicant: 747 E. Green St. Development, LLC – Arthur Liu

Architect: Tyler +Kelly Architecture

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Motion:

Moved and seconded by Commissioners Delgado and Chiao to continue the public hearing to Tuesday, November 22, 2022.

AYES: Commissioners Rao, Delgado, Chiao, Carpenter, and Sepulveda
NOES: NONE
ABSENT: Commissioners Litwin and Toro (both Excused)
ABSTAIN: NONE

4. ADVISORY REVIEW

A. 405 S. EUCLID AVE (COUNCIL DISTRICT #6)

Advisory Review of a proposed Master Plan for Mayfield Junior School that would allow campus improvements, including new buildings, recreational amenities, and parking facilities, to be phased over a period of 10 years.

(Case Planner: Edwar Sissi)

Applicant/Architect: Eric Rutgers, Berliner Architects

Owner: Mayfield Junior School of the Holy Child Jesus

Commission Comments:

- Provide a comparative before and after exhibit of the Master Plan indicating the existing site conditions and the proposed completed construction of the built-out Master Plan.
- Maintain a clear labeling and orientation of plans with north arrows for future reviews.
- Clearly indicate vehicular circulation patterns of the existing and proposed off-site and on-site conditions indicating vehicular entry points, drop off zones, and parking areas.

5. PRELIMINARY CONSULTATION

A. 405 S. EUCLID AVE (COUNCIL DISTRICT #6)

Review of Phase 1 and 2 of the proposed Master Plan for Mayfield Junior School. The phases include new subterranean parking, addition to an existing gym, recreational facilities, and construction of a building with classroom, office and library space. The existing library would be demolished.

(Case Planner: Edwar Sissi)

Applicant/Architect: Eric Rutgers, Berliner Architects

Owner: Mayfield Junior School of the Holy Child Jesus

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Commission Comments:

- A curvilinear form is located at the ground floor of Building H to house the server. While this “form follows function” is relevant for the particular spatial programming, the exterior form is inconsistent with the overall rectangular forms of the building, and the orthogonal forms of the overall campus buildings. If a curvilinear form is proposed, fully develop it to fully engage with the overall building and the surrounding landscape. The curvilinear form, and the overall building should convey a logical story.
- Consider resolving the edge and form of Building H particularly at the pivot points at the west and east elevations such as a chamfered edge at the east, restudying the acute angle at the west, and possibly reconsidering the interior programming within the pivot point.
- Reconcile the exterior circulation of ramps and steps to provide equally accessible and equitable paths of travel particularly at the curved form and how it ties into the overall building form and programming.
- Consider experiential circulation at the curved form to address exterior programming needs, circulation, and grade changes with seating, integrated benches, and other landscape and building features to make the curved form have a dynamic edge.
- Reconcile the freeform nature of the proposed landscaping with Building H, which currently feels dissociated to the proposed landscape plan. The landscape is beginning to tell a story, which is not currently reflected in the building; study that dialogue further.
- Unify the naturalistic free form nature of the new landscape at the east and south with the angular landscape at the northern end of Building H; provide a soft transition between the two landscape forms.
- Further develop the exterior spaces to have clear intentional uses of gathering spaces, study spaces, and social spaces connected by clearly defined circulation paths of travel.
- Though Building H has prominence in siting, form, and overall architectural design towards the campus, it remains obscured from the public realm along Euclid Avenue. Consider providing unobstructed axial arrangements in the planning of associated landscape/hardscape elements to create view corridors from this street that leads to a prominent entrance on Building H in order to remedy the building’s visual obstruction.
- Consider providing prominent, easily discernable, accented entries to Building H through form, materiality, and location to enhance the overall building’s usability, accessibility, and significance to the campus.
- Though the addition to the gymnasium, Building A, is a basement level, it does day light at the north end of the new proposed athletic field. Consider applying additional architectural materials to ensure the exposed southern façade is compatible with the quality of materials used throughout the campus.

- As the project plans are developed, ensure that all mechanical equipment and service systems are hidden from view. The purity of the shed roof form of Building H will be compromised with the addition of roof-mounted mechanical equipment; ensure that the purity of the architecture remains intact with the integration of mechanical systems

6. FINAL DESIGN REVIEW

A. 995 S. FAIR OAKS AVE (COUNCIL DISTRICT 6)

New construction of a five-story, 76-unit, independent living facility for seniors over one level of subterranean parking.

(Case Planner: Edwar Sissi)

Owner/Applicant: MorningStar Senior Living

Architect: KTG Y

Public Comments: None

Commission Comments:

- A copy of this decision letter, including written responses to each condition indicating how and where they are addressed, shall be included in the plans submitted for building permit plan check.
- The proposed project shall not exceed the height limits approved through the Minor Conditional Use Permit (MCUP #4577) on May 20, 2020, and the drawings submitted for building permit plan check shall clearly demonstrate compliance as measured from lowest point of existing grade.
- The project shall comply with the Model Water Efficient Landscape Ordinance and any changes to the proposed landscape design that may be required shall be reviewed and approved by staff prior to issuance of a building permit.
- Provide specifications of final light fixture finishes, which shall be complementary to the finishes of the building. The lighting temperature specified on the final plans shall not rise above 3,000 Kelvin for all proposed exterior fixtures. Replacement lighting elements should be regulated by maintenance staff in the future.
- The Fire Department connections and backflow preventer shall be concealed from public view to the maximum extent possible.
- All ground-mounted utilities shall be placed in locations that are hidden from public view to the greatest extent feasible. Where the utilities are visible, they shall be screened in a manner that is integrated into the building architecture, or landscape design. If a ground vault is proposed, it shall be located to a location that is not prominently visible. Prior to issuance of a building permit, submit to staff written confirmation from Pasadena Water & Power, and the Gas Company, that the locations of the utility equipment shown on the plans are approved.

- Where applicable, all mechanical vents shall be routed to the roof, and not through the elevations along the street frontages. If it is not feasible to have these systems hidden from primary façade planes, a thorough analysis of the reasoning for their locations shall be provided for staff review and approval. All vent coverings shall be fully integrated with the design of the building in terms of location, detailing, material, and color.
- Where applicable, scuppers and other exposed water channeling systems shall be specified in detail and location in plan and elevation. To the greatest extent feasible, these drainage systems shall be located on secondary, non-street elevations, and be fully integrated into the design of the building in terms of location, detailing, material, and color.
- All exterior signage shall be subject to a separate design review application or Master Sign Plan, and building permit application.
- If enhanced paving is proposed, provide a hardscape plan with enlarged details and material specifications indicating the enhanced pavement at the entrance alcove along the drive court.
- The proposed composite siding shall have a smooth finish with no false wood grain.
- Where applicable, provide details and specifications of the foam trim pieces including their color and finish. The exterior layer shall be a high-quality and durable material other than stucco.
- The stone cladding shall be detailed to appear as masonry bearing walls, including use of corner pieces.

Motion:

Approve the application for Final Design Review subject to the proposed conditions of approval, to be further reviewed by staff before issuing permits. Moved and seconded by Commissioners Delgado and Rao.

AYES: Commissioners Rao, Delgado, Chiao, Carpenter, and Sepulveda
 NOES: NONE
 ABSENT: Commissioners Litwin and Toro (both Excused)
 ABSTAIN: NONE

7. COMMENTS AND REPORTS FROM STAFF

- Reported on results of the UFAC commission and upcoming agenda items.

8. COMMENTS AND REPORTS FROM COMMISSION

9. COMMENTS AND REPORTS FROM COMMITTEES

1. Urban Forestry Advisory Committee - (Carpenter)
2. Historic Preservation Commission - (VACANT)
3. Planning Commission - (Delgado)
 - Reported that PC met in person but no public, so it was a hybrid meeting. Approved draft annual report for 2021-2022. And had annual commissioner training conducted by City Attorney. And discussed the content and format of city staff report.
4. Transportation Advisory Commission - (Litwin)
5. Arts & Culture Commission - (Sepulveda)
6. Concept Design Review Application Subcommittee - (Toro, Rao, TBD)
7. Las Encinas Psychiatric Hospital & Barn Subcommittee - (Carpenter, TBD)
8. Olivewood (North and South) Subcommittee - (Chiao, TBD)
9. 1336 E. Colorado Blvd Subcommittee – (Chiao, Carpenter, TBD)
10. 139 & 150 S. Oak Knoll Ave Subcommittee (Sepulveda, Delgado)
11. 1200 E. California Blvd Subcommittee (Hawthorne, Delgado, Rao)
12. 280 Ramona St Subcommittee (Chiao, Delgado, TBD)
 - Met with applicant and they made significant changes. They will meet again 12/1.

Projects on Hold

13. 3200 East Foothill Boulevard (SpaceBank) - (Chiao, Carpenter)
14. 130-140 N. Fair Oaks Avenue Subcommittee - (TBD, TBD, TBD)
15. Design Awards Subcommittee – (TBD, TBD)

10. ADJOURNMENT – CHAIR SEPULVEDA ADJOURNED THE MEETING AT 8:10 P.M.



Kevin Johnson, Principal Planner



Michi Takeda, Recording Secretary