



# DESIGN REVIEW BOARD MINUTES - APPROVED

Planning and Environmental Services  
130 Cremona Drive, Suite B, Goleta, CA 93117  
(805) 961-7500

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## REGULAR MEETING

**Tuesday, January 13, 2009**

### **CONSENT CALENDAR – 2:45 P.M.**

Scott Branch, Planning Staff

### **SIGN SUBCOMMITTEE – 2:30 P.M.**

Members: Carl Schneider, Cecilia Brown, Thomas Smith

### **STREET TREE SUBCOMMITTEE**

Members: Chris Messner, Bob Wignot, Simon Herrera

### **ADMINISTRATIVE AGENDA – 3:00 P.M.**

### **REGULAR AGENDA – 3:15 P.M.**

**GOLETA CITY HALL – COUNCIL CHAMBERS  
130 CREMONA DRIVE, SUITE B, GOLETA, CALIFORNIA**

#### **Members:**

Bob Wignot (At-Large Member), Chair

Thomas Smith (At-Large Member), Vice Chair

Scott Branch (Architect)

Cecilia Brown (At-Large Member)

Simon Herrera (Landscape Contractor)

Chris Messner (Landscape Contractor)

Carl Schneider (Architect)

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#### **A. CALL MEETING TO ORDER AND ROLL CALL**

The regular meeting of the City of Goleta Design Review Board was called to order by Chair Wignot at 3:04 p.m. in the Goleta City Hall, 130 Cremona Drive, Suite B, Goleta, California.

Board Members present: Bob Wignot, Chair; Thomas Smith, Vice Chair; Cecilia Brown; Scott Branch; Simon Herrera; \*Chris Messner; and \*\*Carl Schneider. \*Chris Messner entered the meeting at 3:11 p.m. \*\*Carl Schneider entered the meeting at 3:09 p.m.

Board Members absent: None.

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Staff present: Scott Kolwitz, Senior Planner; Alan Hanson, Senior Planner; Shine Ling, Assistant Planner; Brian Hiefield, Planning Technician; and Linda Gregory, Recording Clerk.

### B. ADMINISTRATIVE AGENDA

#### B-1. MEETING MINUTES

- A. Planning Commission/Design Review Board Joint Workshop Minutes/Tables for October 20, 2008

**MOTION: Smith moved, Branch seconded, to approve the Planning Commission/Design Review Board Joint Workshop Minutes/Tables for October 20, 2008.**

Member Brown stated that she would like to comment regarding the Planning Commission/Design Review Board minutes for October 20, 2008.

There being no objections, Chair Wignot moved Item B-1.A, Planning Commission/Design Review Board Joint Workshop Minutes/Tables for October 20, 2008, to the Discussion Items at the end of the agenda.

- B. Design Review Board Minutes for December 9, 2008

**MOTION: Brown moved, seconded by Branch, and carried by a 7 to 0 vote to approve the Design Review Board Minutes for December 9, 2008, as amended.**

#### B-2. STREET TREE SUBCOMMITTEE REPORT

Street Tree Subcommittee Member Wignot reported that the next subcommittee meeting will be held on January 27, 2009, at 2:00 p.m.

#### B-3. PLANNING DIRECTOR REPORT

Senior Planner Scott Kolwitz reported: 1) The draft Cumulative Projects map dated November 2008 was distributed at the meeting; 2) Members who did not attend the AB 1234 Ethics Training need to complete the training on-line; 3) On January 12, 2009, the Planning Commission conducted a public hearing on the appeal to the Design Review Board Preliminary Approval of the remodel at 7837 Langlo Ranch Road, and continued the item to March 9, 2009, retaining jurisdiction of the project; 4) Vice Chair Smith who represented the DRB at the Planning Commission meeting regarding the 7837 Langlo Ranch Road project appeal will provide a brief report at the end of the agenda regarding his role; 5) On January 20, 2008, the City Council agenda items will include a discussion regarding the proposed revisions to the DRB Bylaws and Guidelines, and also the General Plan Amendment Work Program – Status Update, including Building Intensity Standards; 6) On January 27, 2009, the DRB agenda will conduct a time certain review regarding a proposed addition to the Bacara Resort & Spa; and 7) The terms of Chair Wignot, Member Brown and Member

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Branch will expire in April 2009. There will be a recruitment and application process for new members, and the current members may reapply.

### C. PUBLIC COMMENT:

No speakers.

### D. REVIEW OF AGENDA: A brief review of the agenda for requests for continuance.

Senior Planner Scott Kolwitz reported that the applicant for Item L-1, No. 07-045-DRB, 5484 Overpass Road, requested a continuance to March 24, 2009. He noted that the Sign Subcommittee did not have time prior to the meeting to review Item H-1, No. 08-148-DRB, 5892 Calle Real, and recommended that the DRB review Item H-1 on the agenda.

**MOTION: Brown moved, seconded by Smith, and carried by a 7 to 0 vote to continue Item L-1, No. 045-DRB, 5484 Overpass Road, to March 24, 2009, per the applicant's request.**

There being no objections, Chair Wignot stated that agenda Item H-1, No. 08-045-DRB, 5892 Calle Real, will be moved ahead of the Consent Calendar.

### E. CONSENT CALENDAR SUBCOMMITTEE REPORT

Consent Calendar Member Branch reported that he reviewed today Item F-1, No. 08-186-DRB, 6021 Hollister Avenue; Item F-2, No. 08-194-DRB, 5755 Hollister Avenue; Item F-3, No. 08-202-DRB, 6991 Scripps Crescent; and Item F-4, No. 08-203-DRB, 6780 Cortona Drive.

### F. CONSENT CALENDAR

#### F-1. DESIGN REVIEW BOARD PERMIT NO. 08-186-DRB

6021 Hollister Avenue (APN 073-082-028)

This is a request for *Final* review. The property includes an approximately 28,000-square foot hotel on a 0.7-acre lot in the C-2 zone district. The applicant proposes a change to the faces of three existing signs: a 54-square foot freestanding pole sign, an approximately 109-square foot wall sign, and a 4.3-square foot freestanding directional sign. The signs will be constructed of yellow polycarbonate with a vinyl overlay for graphics. The two faces of the freestanding sign are 9 feet tall by 6 feet wide each, and the face of the wall sign is 33 feet wide by 3.3 feet tall. The two faces of the freestanding directional sign are 25 inches tall by 25 inches wide. An as-built Conditional Use Permit is also requested for the freestanding directional sign. The project was filed by Christian Muldoon of Vogue Signs, agent, on behalf of Van Bivens, secretary for the H. Oliver Dixon Trust, property owner. Related cases: 08-186-CUP, 08-186-SCC, 08-187-SCC, and 08-188-SCC. (Continued from 12-9-08, 11-12-08) (Shine Ling)

*Consent Calendar Action on January 13, 2009:*

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Consent Calendar Member Branch reported that he reviewed today, with Assistant Planner Shine Ling, Item F-1, No. 08-186-DRB, 6021 Hollister Avenue, and granted Final Approval as submitted.

### **F-2. DESIGN REVIEW BOARD PERMIT NO. 08-194-DRB**

5755 Hollister Avenue (APN 071-122-001)

This is a request for *Final* review. The property includes an approximately 1,000-square foot retail commercial building a 912-square foot gasoline fueling station canopy, three double-sided fueling dispensers, and a car storage lot on a 25,000-square foot commercial property in the C-2 and C-3 zone districts. The applicant proposes new blue and white aluminum fascia panels for the fueling station canopy and the service station façade. No new floor area or other structural development is proposed. The project was filed by Harwood White, agent, on behalf of John Price of Goleta Properties LLC, property owner. Related cases: 08-194-LUP. (Continued from 12-9-08, 11-25-08) (Shine Ling)

*Consent Calendar Action on January 13, 2009:*

Consent Calendar Member Branch reported that he reviewed today, with Assistant Planner Shine Ling, Item F-2, No. 08-194-DRB, 5755 Hollister Avenue, and granted Final Approval with the condition that the stucco color shall be *Swiss Coffee*.

### **F-3. DESIGN REVIEW BOARD PERMIT NO. 08-202-DRB**

6991 Scripps Crescent (APN 073-181-008)

This is a request for *Final* review. The property includes a 1,230-square foot single-story residence, a 471-square foot 2-car garage, and a pool on an approximately 9,100-square foot lot in the DR-10 zone district. The applicant proposes a 90-square foot addition to the residence. An approximately 120-square foot as-built trellis would also be part of the scope of this permit. The resulting one-story structure would be 1,791 square feet, consisting of a 1,320-square foot single-family dwelling and an attached 471-square foot two-car garage. All materials used for this project are to match the existing residence. The project was filed by David Varesio, property owner. Related cases: 08-202-LUP. (Continued from 12-9-08) (Shine Ling)

*Consent Calendar Action on January 13, 2009:*

Consent Calendar Member Branch reported that he reviewed today, with Assistant Planner Shine Ling, Item F-3, No. 08-202-DRB, 6991 Scripps Crescent, and granted Final Approval as submitted.

### **F-4. DESIGN REVIEW BOARD PERMIT NO. 08-203-DRB**

6780 Cortona Drive (APN 073-150-027)

This is a request for *Final* review. The property includes a 15,600-square foot commercial property on a 54,014-square foot lot in the M-RP zone district. The applicant proposes to install a 12.8-square foot wall sign with red letters ranging in height from 16.8-inches to 23.3-inches. The registered trademark sign will read "DUPONT" surrounded by an oval seal. The non-illuminated sign will be ¾-inches thick pin mounted ½-inch off the wall. The project was filed by agent Harry Vant-Erve

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with DuPont Displays, on behalf of Weatherby Enterprises, property owner. Related cases: 08-203-SCC. (Continued from 12-9-08) (Brian Hiefield)

*Consent Calendar Action on January 13, 2009:*

Consent Calendar Member Branch reported that he reviewed today, with Assistant Planner Shine Ling, Item F-4, No. 08-203-DRB, 6780 Cortona Drive, and granted Final Approval as submitted.

### G. SIGN SUBCOMMITTEE REPORT

Sign Subcommittee Member Brown reported that the Sign Subcommittee reviewed today Item H-2, No. 08-214-DRB, 370 Storke Road.

### H. SIGN CALENDAR

#### H-1. DESIGN REVIEW BOARD PERMIT NO. 08-148-DRB

5892 Calle Real (APN 069-110-061)

This is a request for *Conceptual* review. The property includes a commercial building occupied by Bank of America. The applicant proposes to install new signage associated with Bank of America, including a new freestanding pole sign (Sign 1), two wall signs (Signs 14, & 15), and two directional signs (Signs 11, & 13). Signage proposed that will not require permits are a sign for disabled parking (Sign 3), glass door signage (Signs 9, & 10), and a Do Not Enter sign to replace the existing sign (Sign 12). The project was filed by agent Steve Stallone on behalf of Bank of America, property owner. Related cases: N/A. (Continued from 12-9-08\*, 11-12-08) (Brian Hiefield)

Member Brown reported: a) She lives near the project site; and b) She read the DRB minutes from the previous hearing on the project.

Planning Technician Brian Hiefield stated that the project will be reviewed by the Zoning Administrator when the DRB Conceptual review is completed.

The plans were presented by agent Steve Stallone on behalf of Bank of America, property owner. He stated that the applicant has complied with all of the DRB Conceptual comments from the last hearing.

Comments:

1. Member Brown commented: a) It seems redundant to have both the wall sign facing Calle Real and the monument sign; and it also seems redundant that both signs are the same size; and b) She does not support the wall sign that faces Calle Real.
2. Member Branch commented: a) The wall sign facing Calle Real is acceptable; and b) The wall sign facing Encina Road should be eliminated.
3. Member Schneider commented: a) The wall sign facing Encina Road seems redundant, noting that there is a duplication of signs when coming down Calle

\* Indicates request for continuance to a future date.

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Real from Fairview Avenue; b) It is appropriate for a wall sign to be located on the wall that faces Calle Real, but the design would be better if the wall sign is reduced in size or the design is changed to lettering and logo, without the red background; and c) The intent with regard to the wall sign facing Calle Real is to reduce the amount of red in the background.

4. Vice Chair Smith commented: a) He agreed with the comments by Members Branch, Brown and Schneider; and b) The plans that have been changed by the applicant in response to the DRB comments provide a clearer understanding of the proposal, which is useful to continue the Conceptual review.
5. Member Messner commented: a) The wall sign facing Encina Road does not seem to be needed; and b) The monument sign is more visible than the wall sign when driving down the street; c) He supports reducing the size of the wall sign facing Calle Real, noting that it is too big for a one-story building, it is located too close to the street, and the size is the same as the monument sign.
6. Chair Wignot commented: a) The applicant responded to all of the comments that were made at the last meeting; and, from a personal standpoint, it is somewhat troublesome that more changes are now requested.

### **STRAW VOTE:**

How many members support removing the proposed wall sign facing Encina Road?

Members voting in the affirmative: Branch, Brown, Herrera, Messner, Schneider, Smith, and Wignot. (7).

Members not voting in the affirmative: None.

### **STRAW VOTE:**

How many members support further reducing the wall sign facing Calle Real?

(Note: A vote was not conducted in lieu of discussion).

**MOTION: Schneider moved, seconded by Branch, and carried by a 6 to 1 vote (No: Brown) to continue Item H-1, No. 08-148- DRB, 5892 Calle Real, to February 10, 2009, for Conceptual/Preliminary review on the Sign Calendar, after review by the Zoning Administrator, with the following Conceptual comments: 1) The proposed wall sign that faces Encino Lane shall be omitted; 2) The wall sign that faces Calle Real shall be approved but the wall sign as proposed shall either be reduced in size or changed in design to some type of individual lettering and logo without the red background.**

## **H-2. DESIGN REVIEW BOARD PERMIT NO. 08-214-DRB**

370 Storke Road (APN 073-100-008)

This is a request for *Conceptual/Preliminary* review. The property includes a 1,230-square foot restaurant, 1,978-square foot coin-operated, commercial car wash, and a 40-square foot watchman's trailer within a 10,000-square foot contractor's storage yard, on a 1.00-acre parcel zoned C-3 in the Inland Area of the City. The applicant proposes to install four new signs onsite consisting of the following:

- A 17.75-square foot externally illuminated restaurant menu board on the south side of the existing restaurant. The menu board would measure 39.5-inches

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- tall by 63.5-inches long. External illumination would be provided by a fully shielded, overhanging gooseneck lamp;
- An 18.3-square foot internally illuminated wall sign stating “Zizzo’s Coffee” mounted above the existing awning on the west (front) elevation of the restaurant. The wall sign would measure 18-inches tall by 146-inches long;
  - A 72-square foot internally illuminated pole sign stating “Zizzo’s Coffee Drive Thru” mounted on an existing sign pole advertising the restaurant. The pole sign would measure 72-inches tall by 144-inches long; and
  - A second 21-square foot internally illuminated pole sign stating “Self-Serve Car Wash” located below the restaurant pole sign on the existing sign pole at the front of the property bordering Storke Road. The pole sign would measure 36-inches tall by 84-inches long.

All internally illuminated signs would have acrylic faces and internally illuminated channel lettering. The pole signs would have acrylic faces and vinyl graphics. The menu board would consist of three panels with a dark background and light colored lettering. The project was filed by agent Harwood White on behalf of John Price, property owner. Related cases: 79-V-037, 08-035-CUP, 08-214-LUP. (Alan Hanson)

### *Sign Subcommittee Review on January 13, 2009:*

The plans were presented by John Price, property owner, and agent Harwood White, agent. Also present were Mr. and Mrs. McDonald, tenants for “Zizzo’s Coffee” restaurant.

The applicant stated that they have revised the project description by eliminating the externally mounted menu board and replacing it with an internally mounted menu board affixed to the windows on the south elevation of the building.

Senior Planner Alan Hanson clarified that internally mounted signage, including that mounted on the inside of a window, is exempt from the City’s Sign Ordinance (Article I, Chapter 35 of the Municipal Code) pursuant to Section 35-8(5) of that ordinance.

### Comments:

1. Member Brown commented: a) The design of the pole signs as presented are not appropriate; b) There is too much white space on the face of the “Zizzo’s Coffee” pole sign; c) The applicant is requested to restudy the design of the pole signs, and consider some type of coloring; d) Consider using material other than plexiglass that would provide some sort of dimension and interest; e) The applicant is requested to provide samples that show the proposed signs with and without illumination, as well as provide information regarding the hours that the signs will be illuminated; and f) The menu board, to be located on the window, is acceptable.
2. Member Smith commented: a) Suggested removing the lettering “Zizzo’s Coffee” and expanding the logo on the pole sign, if the size of the lettering on the expanded logo is adequate; and b) The menu board, to be located on the window, is fine.

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**SIGN SUBCOMMITTEE ACTION:** By consensus, the Sign Subcommittee (Absent: Schneider) continued Item H-2, No. 08-214-DRB, 370 Storke Road, to January 27, 2009, with comments.

### I. REVISED FINAL CALENDAR

#### I-1. DESIGN REVIEW BOARD PERMIT NO. 08-219-DRB

420 South Fairview Avenue (APN 071-130-061)

This is a request for *Revised Final* review. The project site is located within the Fairview Business Center (FBC), which includes 17.31 acres gross (16.67 acres net) and contains three buildings: 420 South Fairview Avenue, a 73,203-square foot structure; 430 South Fairview Avenue, a 60,797-square foot structure; and 500 South Fairview Avenue, a 108,000-square foot structure (APNs 071-130-057, 071-130-061 & 071-130-062). The site also includes associated parking, landscaping, hardscape, and accessory structures such as refuse and recycling areas.

The applicant proposes to revise the approved western façade of 420 South Fairview Avenue:

- A storefront improvement to allow a 1,160-square foot restaurant;
- Addition of an ADA compliant walkway and patio and new stairs and handrails;
- Addition of a second outdoor seating area with pergola;
- A revised planting plan.

The project was filed by The Towbes Group, property owner. Related cases: 98-DP-024, 99-OA-024, 02-083-LLA, 02-088-OSP, 02-088-DP AM01, 03-166-PM (TPM 32,016), 02-088-DP AM02, 04-070-LUP, 04-110-LUP, 05-078-SCD, 05-075-MC, 06-122-DRB, 06-122-SCD, 06-122-LUP, 07-123-DRB RV01, 07-123-LUP RV01, 07-148-DRB RV02, & 07-219-LUP. (Scott Kolwitz)

Recused: Member Schneider recused himself because the applicant is a client.

Site visits: Made by Members Branch, Brown, Herrera, Messner, Smith, and Wignot.

Ex-parte conversations: None.

Documents: 1) Letter from Kimberly M. Shlens, Pacific Capital Barcorp, dated January 12, 2009, in support of the applicant's proposed improvements, specifically the proposed location of the delicatessen. 2) Letter from Gordon Morrell, Yardi, dated January 12, 2009, in support of the applicant's proposed improvements.

The plans were presented by Craig Minus, agent for The Towbes Group, property owner. He stated that the applicant believes the addition of a delicatessen use in the building would provide a major benefit by reducing the need for people to drive offsite. Another benefit would be the provision of an additional outdoor seating area on the northwest corner of the building. He stated that the only change in lighting would be the installation of recessed lighting in the stairs. Diana Pollard, project architect, presented the architectural plans. She stated that the existing materials and details



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will be matched. The landscape plans were presented by Heather Miller, of Katie O'Reilly Rogers' office, project landscape architect.

Comments:

1. Member Brown commented: a) The proposed plans are a nice improvement to the project.

**MOTION: Branch moved, seconded by Smith, and carried by a 6 to 0 vote (Recused: Schneider) to grant Revised Final Approval of Item I-1, No. 08-219-DRB, 420 South Fairview Avenue, as submitted.**

### J. FINAL CALENDAR

- NONE

### K. PRELIMINARY CALENDAR

- NONE

### L. CONCEPTUAL/PRELIMINARY CALENDAR

#### L-1. DESIGN REVIEW BOARD PERMIT NO. 07-045-DRB

5484 Overpass Road (APN 071-220-033)

This is a request for *Conceptual/Preliminary* review. The property includes a 5,780-square foot shop building, a 1,362-square foot office building, a 18,835-square feet of unenclosed materials storage (a portion of which – in the southwest corner of the property – is as-built), an as-built 640-square foot storage unit, and two unused fuel pumps and associated underground fuel tanks on a 84,070-square foot lot in the M-1 zone district. The applicant proposes to construct a 2,961-square foot, two story office addition, and a new trash enclosure. This application also includes a proposal to permit the aforementioned as-built outdoor material storage area and storage unit, and to re-configure the site's parking areas. All materials used for this addition are to match the existing office building with the exception of the proposed lighting, which would be the Capri Mini by The Plaza Family. The project was filed by agent Joseph H. Moticha on behalf of Randy Douglas, Tierra Contracting, Inc., property owner. Related cases: 07-045-DP AM01, 07-045-LUP. (Continued from 11-12-08\*, 10-14-08\*, 09-23-08\*, 09-09-08) (Laura Vlk)

**MOTION: Brown moved, seconded by Smith, and carried by a 7 to 0 vote to continue Item L-1, No. 045-DRB, 5484 Overpass Road, to March 24, 2009, per the applicant's request.**

#### L-2. DESIGN REVIEW BOARD PERMIT NO. 08-145-DRB

598 North Fairview Avenue (APN 069-090-052)

This is a request for *Conceptual/Preliminary* review. The subject property consists of 12.29 net acres and includes agricultural operations, an existing farmhouse, a produce stand, and a bathhouse/restroom in the AG-I-5 zone district. Vehicular ingress/egress is provided by a 16-foot (to be upgraded to 20-foot) wide gravel driveway from Stow Canyon Road, and through the City's adjacent library parking lot.

\* Indicates request for continuance to a future date.

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A modification was granted to require a total of 19 designated parking spaces on the property. Minor amounts of grading would be required to facilitate building pads and the installation of utilities.

To be in compliance with 08-111-CUP, the applicant proposes to move the existing farm labor camp from its present location near the avocado orchard to a development envelope along the existing driveway near the farmhouse in Phase 4 as follows:

### **Phase 4 – (To be completed by July 1, 2009):**

- Terminate use of existing farm labor camp site and remove all structures; relocate occupants to temporary or permanent residential units in approved building envelope.
  - Temporary units would consist of up to five (5) yurts meeting code requirements and Design Review Board review for precise location and landscaping, with an option to substitute mobile homes. Cooking and sanitary facilities would consist of a mobile kitchen, restroom, and shower units and/or individual built-in kitchens and bathrooms, all connected to the Goleta Sanitary District system.
  - Permanent housing would consist of up to five (5) modular, stick-built, relocated houses or other City-approved permanent housing as approved by the Design Review Board.
- Construct access improvements as required by the Fire Department.
- Provide additional on-site parking.
- Construct the sewer line.

The project was filed by agent Steve Welton of Suzanne Elledge Planning & Permitting Services on behalf of Center for Urban Agriculture at Fairview Gardens, property owner. Related cases: 08-111-CUP; 08-145-LUP. (Continued from 12-9-08, 10-28-08, 09-23-08\*, 08-26-08) (Scott Kolwitz)

The plans were presented by Steve Welton of Suzanne Elledge Planning & Permitting Services on behalf of Center for Urban Agriculture at Fairview Gardens, property owner. In response to DRB comments, Craig Minus presented the lighting plan with cut sheets and also a landscape plan showing that artichokes, which will grow between four and five feet tall, will be planted along the eastern edge of the parking lot to screen the vehicles. He noted that there are mature artichoke plants on the property and that some artichoke plants can be transplanted immediately. He also noted that the artichoke plants will provide edible produce that can be used by the farm. Toby McPartland, Farm Manager, stated that there is a better yield when the artichoke plants are periodically cut down entirely, but the process could be staggered to provide for landscape screening of the parking lot.

Document: Senior Planner Scott Kolwitz distributed a Memorandum dated January 13, 2009, Subject: "08-145-DRB-LUP, 598 North Fairview Avenue (APN 069-090-052) Cortez v City of Goleta et al Settlement Agreement", with the subject Settlement Agreement attached, per the request from Ron Cortez.

Speaker:

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Charlie Hamilton, neighbor, stated that he believes the plans that were presented at this meeting are acceptable by the neighbors. He requested clarification with regard to the location of the permanent housing, and consideration with regard to the relationship of the screening for Phase 4 and Phase 5 of the project. He also requested confirmation that the permanent housing will be located west of the current yurts.

Steve Welton, agent for the applicant, clarified that the applicant's intent is to locate the permanent housing west of the current location of the yurts. He stated that on January 27, 2009, the DRB is scheduled to review Phase 5 of the project that will include the conceptual site plan for the proposed permanent housing structures.

Senior Planner Scott Kolwitz stated that the applicant submitted the proposed plans yesterday for Phase 5 of the project which are available for review.

Comments:

1. Member Brown commented: a) The lighting plan is appreciated; and b) The shape of the lighting fixtures is fine, but a more rustic finish would be preferable rather than flashy copper which does not seem to fit with the farm atmosphere.
2. Member Messner commented: a) There is a spray that can be used on the lighting fixtures to enhance the patina effect and decrease the shininess.
3. Chair Wignot commented: a) Expressed concern whether the selection of the artichoke plants is the best solution for permanent, long-term screening because during the periods when the artichoke plantings need to be cut back, the vehicle parking will need to be screened.
4. Member Herrera commented: a) Suggested doubling the amount of artichoke plantings and staggering the process of cutting back the plantings.

**MOTION: Smith moved, seconded by Branch, and carried by a 7 to 0 vote to grant Preliminary Approval of Item L-2, No. 08-145-DRB, 598 North Fairview Avenue, Phase 4, as submitted, and continue to January 27, 2009, for Final review on the Consent Calendar.**

### **L-3. DESIGN REVIEW BOARD PERMIT NO. 08-207-DRB**

111 Castilian Drive (APN 073-150-025)

This is a request for *Conceptual/Preliminary* review. The property includes a 21,800-square foot commercial building on a 3.6-acre parcel in the M-RP zone district. The applicant proposes to remodel the façade of the building and construct a new 1,800-square foot outdoor mechanical equipment yard. No changes in building height, building coverage, signage, or floor area are proposed. Features of the remodel include a new aluminum and glass storefront system on the north, south, and west elevations of the building, new roll-up doors on the south and west elevations, and an upgrade of existing aluminum glass and doors on the north, east, and south elevations. A new landscape plan is also proposed, with new plantings consisting of *Prunus cerassifera*, *Miscanthus sinensis*, *Syagrus romanzoffianum*, and other plant species. The project was filed by Dave Jones of Lenvik and Minor Architects, agent,

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on behalf of Mark Winnikoff of Frieslander Holdings LLC and Nederlander Holdings, LLC, property owners. Related cases: 08-207-SCD; -LUP. (Shine Ling)

Site visits: Made by Members Branch, Brown, Herrera, Messner, Schneider, Smith, and Wignot.

Ex-parte conversations: None.

The plans were presented by Dave Jones of Lenvik and Minor Architects, agent, on behalf of Mark Winnikoff of Frieslander Holdings LLC and Nederlander Holdings, LLC, property owners. He provided the color scheme, stating that it is very minimal. He noted that there is no change to the previous landscape plan for the site that was granted Final approval. He clarified that there an electrical transformer will be installed on the site, which will be screened by the applicant, and will be shown on the plans.

Comments:

1. Member Schneider commented: a) Recommended that the glass material for the canopy be frosted so that dust and dirt does not show up as much.
2. Member Messner commented: a) Requested the applicant provide clarification on the landscape plans as follows: 1) Seven *Jacaranda* trees are called out, but there are actually eight numbered on the icons; 2) There is a different icon calling out the Queen Palm species on the second page; and 3) Indicate if the *Salvia mexicana* (Mexican Sage) is a Dwarf Mexican Sage, which would be appropriate with regard to obstruction of vision because it is located on the corner.

**MOTION: Brown moved, seconded by Smith, and carried by a 7 to 0 vote to grant Preliminary Approval of Item L-3, No. 08-207-DRB, 111 Castilian Drive, as submitted, with the following condition: 1) The electrical transformer shall be screened; and to continue to January 27, 2009, for Final review on the Consent Calendar.**

### M. CONCEPTUAL CALENDAR

- NONE

### N. ADVISORY CALENDAR

- NONE

**RECESS HELD FROM 4:27 P.M. TO 4:40 P.M.**

### O. DISCUSSION ITEMS

#### **B-1. MEETING MINUTES (MOVED FROM ADMINISTRATIVE AGENDA)**

- A. Planning Commission/Design Review Board Joint Workshop Minutes/Tables for October 20, 2008.

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In response to a question from Member Brown with regard to whether there was a comment at the workshop that there needs to be some definition of the “good cause finding”, Chair Wignot noted that there is a comment in the minutes by Pat Saley, Contract Planner, that staff will expand the definitions of the “good cause finding” and significant community benefit.

**MOTION: Brown moved, seconded by Branch, and carried by a 5 to 0 vote (Abstain: Smith; Absent: Messner) to approve the Planning Commission/Design Review Board Joint Workshop Minutes/Tables for October 20, 2008.**

### **B-1. ADMINISTRATIVE AGENDA (MOVED FROM ADMINISTRATIVE AGENDA)**

Vice Chair Smith reported on his role as the DRB representative at the Planning Commission hearing on January 12, 2009, regarding the appeal of the Design Review Board Preliminary Approval of 08-090-DRB, located at 7837 Langlo Ranch Road. He stated that the Planning Commission retained jurisdiction of the project, and directed the applicant to work with staff, along with the DRB representative, with regard to the project plans. The Planning Commission continued the item to March 9, 2009.

There being no objections, the DRB designated Vice Chair Smith to continue to represent the DRB at the upcoming Planning Commission meetings regarding the appeal to the DRB Preliminary Approval of 08-090-DRB.

### **O-1. BUILDING INTENSITY STANDARDS**

By consensus, the DRB decided that that a representative will not be designated to represent the DRB at the City Council meeting on January 20, 2009, with regard to the agenda item on the General Plan Amendment Work Program – Status Update, specifically regarding the Planning Commission/Design Review Board consensus recommendations regarding Building Intensity Standards. Member Schneider suggested that it may be worthwhile for any DRB member who is interested to attend the meeting individually.

### **O-2. DRB BYLAWS DISCUSSION**

The DRB Members discussed the Proposed Revisions to the DRB Bylaws and Guidelines document, proposed by staff, which will be on the City Council agenda for consideration on January 20, 2009, and proposed additional changes.

Section 2.2 Term of Office, Appointment of Members, Vacancies and Removal of Members: Member Schneider commented that he believes the Planning Commission appointment process should be separate from the schedule for DRB and other board and commissions, noting that each Planning Commission member is appointed by an individual City Councilmember. Member Brown commented that Planning Commission appointments were made in December, 2008.

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Section 3.1.11 DRB Jurisdiction and Exceptions: The DRB members agreed with the concept that final DRB review shall be required for all non-residential mechanical equipment that can be seen from a public right-of-way. The DRB proposed that the proposed language should be changed from “the public right-of-way” to “a public right-of-way”, which would include the requirement for final DRB review of mechanical equipment that can be seen from any public right-of-way and not just the right-of-way where the equipment is located.

Section 5.1.3.a Levels of Review, Final Review: The DRB proposed that the language should be changed from “construction drawings” to “architectural details”.

Section 5.1.5 Levels of Review, Multiple Levels of Approval at a Single Meeting: The DRB proposed that the language “and smaller projects” be removed, noting that clarification would be needed with regard to the description of “smaller projects”, and that it may not be appropriate for smaller projects to be included.

Section 5.6 Site Visits: The DRB proposed that the following third paragraph in Section 5.6 Site Visits be removed: (“A DRB member that has not visited the site within 90 days should abstain from voting”).

Member Schneider expressed concern that the requirement proposed in the third paragraph of Section 5.6 Site Visits may become problematic, for example, there may be a situation when it would not be possible to review a project. Member Brown commented that the proposed language does not adequately express the intent of the requirement.

Member Branch suggested that the language in Section 5.6 Site Visits be changed to indicate that all DRB members are encouraged to visit the site.

The DRB proposed that the language be changed from “A site visit” to “Site visits” at the beginning of the first and second sentences in the second paragraph of Section 5.6 Site Visits. Vice Chair Smith noted that the currently proposed language seems to indicate that the site visits need to be conducted by groups of four members, and there needs to be a 72-hour notice.

Section 5.8 Appeals of DRB Decisions: The DRB proposed that the language “1:00” be changed to “1:00 p.m.” in Sections 5.8.1 and 5.8.2 for clarification.

Section 5.8.1 Appeals of the DRB Decisions, Sign Appeal Periods: Member Brown encouraged consideration that the language be changed in the second sentence in Section 5.8.1 to specify that any person with standing may file an appeal, meaning those who have participated in the process up front. Senior Planner Scott Kolwitz clarified that the language in the proposed Section 5.8.1 is duplicated from the original language in the DRB Bylaws in Section 5.8.2 All Other Appeal Periods.

Section 1.3 Goals: The DRB proposed that the language “e.g.” be added at the beginning of the list of standards, to indicate the items are listed for example, and that the language “etcetera” be removed.

Section 2.1 Members: The DRB proposed that the language be changed from “reading and interpreting design drawings” to “reading and interpreting architectural and landscape drawings”. Member Brown noted that this skill is important for DRB members.

Chair Wignot proposed that the language in the third paragraph of Section 2.1 be changed to read, “At least two (2) members shall be licensed architects, and at least two (2) members shall be licensed landscape professionals (landscape architect or landscape contractor)”. He believes that the change would allow for the licensed landscape professional requirements to be met with two landscape architects, or with two landscape contractors, or with one landscape architect and one landscape contractor.

Section 2.3 Election of Officers: The DRB members proposed that the proposed language at the beginning of the first sentence in Section 2.3 be changed to read, “At the first regular meeting each year following appointment of members, the DRB shall elect a Chair and Vice Chair from among its voting members.”

By general consensus, the DRB accepted the proposed changes to the DRB Bylaws and Guidelines as appropriate.

Chair Wignot suggested that the DRB consider a process for scheduling and noticing a time and place for the DRB members to meet at a site to view story poles. Senior Planner Scott Kolwitz stated that it would be appropriate to consider this type of process on a case-by-case basis, rather than in the DRB Bylaws discussion.

### **O-3. REQUESTS FOR FUTURE AGENDA ITEMS BY MEMBERS**

Senior Planner Scott Kolwitz stated that the future agenda item regarding the annual review of completed projects is moving forward, tentatively scheduled for the first meeting in February. He also reported that he is on standby with regard to the beginning of his upcoming paternity leave, and that Senior Planner Cindy Moore or Current Planning Manager Patricia Miller will attend the DRB meetings in his absence.

### **O-4. ANNOUNCEMENTS BY MEMBERS**

Member Messner announced that he will be absent from both DRB meetings in March, 2009.

### **P. ADJOURNMENT: 6:00 P.M.**

Minutes approved on January 27, 2009.

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