**OFFICIAL MINUTES**
**MONTEREY PARK DESIGN REVIEW BOARD**
**REGULAR MEETING**
**MAY 5, 2015**

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, May 5, 2015 at 7:00 p.m.

**CALL TO ORDER:**

Director Huntley called the Design Review Board meeting to order at 7:08 p.m.

**ROLL CALL:**
Planner Luna called the roll:
Board Members Present: Member Eric Brossy de Dios, Member Joseph C. Reichenberger, Member Celeste Morris Nguyen
Absent: Chairperson Allen Wong
Late Arrival: Vice-Chair Wally Tsui

**ALSO PRESENT:** Michael A. Huntley, Director of Community and Economic Development; Vincent D. Cheng, City Clerk; Samantha Tewasart, Senior Planner; Harald Luna, Assistant Planner

**SWEAR IN**

Board Member Eric Brossy de Dios sworn in by City Clerk Chang.

Board Member Joseph C. Reichenberger sworn in by City Clerk Chang.

Board Member Celeste Morris Nguyen sworn in by City Clerk Chang.

**ELECTION OF OFFICERS**

Member Allen Wong nominated for chairperson

**Action Taken:** The Board elected Allen Wong as Chairperson, and decided to hold the election of officers to the May 19, 2015 meeting to allow Member Wong and all the Board members to provide comment.

**Motion:** Moved by Vice-Chair Tsui and seconded by Member Nguyen, motion carried by the following vote:

| | | |
|---|---|---|
| Ayes: | Commissioners: | Tsui, De Dios, Reichenberger, and Nguyen |
| Noes: | Commissioners: | None |
| Absent: | Commissioners: | Wong |
| Abstain: | Commissioners: | None |

Member Wally Tsui nominated as acting Chairperson

**Action Taken:** The commission elected Wally Tsui as acting Chairperson to conduct the May 5, 2015 meeting.

**Motion:** Moved by Vice-Chair Tsui and seconded by Member De Dios, motion carried by the following vote:

| | | |
|---|---|---|
| Ayes: | Commissioners: | Tsui, De Dios, Reichenberger, and Nguyen |
| Noes: | Commissioners: | None |
| Absent: | Commissioners: | Wong |
| Abstain: | Commissioners: | None |

**<u>AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS:</u>** None

**<u>ORAL AND WRITTEN COMMUNICATIONS:</u>** None

**<u>MINUTES:</u>**

September 2, 2014

**Action Taken:** The Board approved the minutes from the regular meeting of September 2, 2014.

**Motion:** Moved by Vice-Chair Tsui and seconded by Member Nguyen, motion carried by the following vote:

| | | |
|---|---|---|
| Ayes: | Commissioners: | Tsui, De Dios, Reichenberger, and Nguyen |
| Noes: | Commissioners: | None |
| Absent: | Commissioners: | Wong |
| Abstain: | Commissioners: | None |

September 16, 2014

**Action Taken:** The Board approved the minutes from the regular meeting of September 16, 2014.

**Motion:** Moved by Vice-Chair Tsui and seconded by Member Nguyen, motion carried by the following vote:

| | | |
|---|---|---|
| Ayes: | Commissioners: | Tsui, De Dios, Reichenberger, and Nguyen |
| Noes: | Commissioners: | None |
| Absent: | Commissioners: | Wong |
| Abstain: | Commissioners: | None |

## [1.] UNFINISHED BUSINESS:

### 1-A NEW CONSTRUCTION GREATER THAN 10,000 SQUARE FEET – HOTEL DEVELOPMENT – COURTYARD BY MARRIOTT – 521-633 NORTH ATLANTIC BOULEVARD (DRB-15-16)

The applicant, Ethan Capital LLC, is requesting design review approval to construct a new 6-story, 288-room hotel at 521-633 North Atlantic Boulevard. The subject property is located on the southwest corner of West Hellman Avenue and North Atlantic Boulevard. The property is zoned R-S, P-D (Regional Specialty, Planned Development) and the General Plan land use designation is Mixed-Use I (MU-I). The project site is comprised of four parcels totaling 93,218 square feet (2.14 acres) in size.

**Action Taken:** The Board Approved the Conditions of Approval as stated in the staff report with the following added conditions: 1) Condition 13. Use or reuse grey water, where possible, such as installing plumbing that provides the capacity to collect grey water and/or installing a subsurface greater system around the foundation in a way that minimizes foundation movement or cracking. 2) Condition 14. Use commercial roof mount cooling towers, where possible, to regulate temperature by dissipating heat from re-circulating water used to cool chillers, air-conditioning equipment, or other process equipment. Cooling towers are typically equipped with a conductivity monitor and automatic blow-down control system set to result in the most efficient use of water. Cooling towers may be equipped with a water flow meter so trends in cooling tower water can be monitored by facilities personnel. 3) Condition 15. A landscape and irrigation plan must be submitted as part of the plan check submission. The landscape and irrigation plan must clearly indicate the type and size of all proposed plants with careful consideration given to the use of drought-tolerant specimens and xeriscaping practices. The hedges and plants must be a minimum of 5-gallon size. The landscape plan must show a minimum of 24-inch box size trees. The irrigation plan must show the use of a drip irrigation system within the landscape planter areas, subject to the review and approval of the Planner. The drip irrigation system must be installed and operating prior to final inspection. 4) Condition 16. The stairwell door at the northern building elevation must be oriented to face west, instead of north towards Hellman Avenue. 5) Condition 17. On the north elevation, incorporate a green wall on the exterior wall of the stairwell. 6) Condition 18. On all four elevations, where possible, reduce the amount of spandrel glass that will be used and use shadow boxing or other methods of providing illumination. 7) Condition 19. On the east elevation, clearly show the elevation and slope percentage of the ramps at southeastern and northeastern portions of the building. 8) Condition 20. The garage level ventilation pipes must terminate at-grade and must not be visible to adjacent properties.

**Motion:** Moved by Board Member Reichenberger and seconded by Board Member Nguyen motion carried by the following vote:

Ayes: Commissioners: Tsui, De Dios, Reichenberger, and Nguyen
Noes: Commissioners: None

Absent: Commissioners: Wong
Abstain: Commissioners: None

**1-B. NEW CONSTRUCTION LESS THAN 10,000 SQUARE FEET – 795 WEST GARVEY AVENUE (DRB-13-11)**

The applicant, Patrick Chiu, on behalf of the property owners, is requesting design review approval for a new one-story, 5,250 square feet commercial building at 795 West Garvey Avenue.

**Action Taken:** The Board Approved the Conditions of Approval as stated in the staff report with the following added conditions: 1) Condition 14. On the landscape and irrigation plans, replace the proposed Southern Magnolia trees with a different species of tree that does not have evasive roots, subject to the review and approval of the Planner. 2) Condition 15. On the elevation and landscape plans, decorative bollards must be provided around outdoor seating area at southwestern and southeastern portions of the lot. The design of the bollards will be subject to the review and approval of the Planner.

**Motion:** Moved by Board Member De Dios and seconded by Board Member Reichenberger motion carried by the following vote:

Ayes: Commissioners: Tsui, De Dios, Reichenberger, and Nguyen
Noes: Commissioners: None
Absent: Commissioners: Wong
Abstain: Commissioners: None

**[2.] NEW BUSINESS:**

**2-A EXTERIOR REMODEL WITH NO INCREASE IN SQUARE FOOTAGE – 221 NORTH ATLANTIC BOULEVARD (DRB-15-13)**

The applicant, Michael Chang of Superco, is requesting design review approval for an exterior remodel with no increase in square footage at 221 North Atlantic Boulevard. The property is zoned R-S (Regional Specialty) and designated Commercial in the General Plan.

12. **Action Taken:** The Board Approved the Conditions of Approval as stated in the staff report with the following added condition: 1) Condition 12. The finish on the bollards must be anodized aluminum to match the storefront mullions, subject to the review and approval of the Planner.

**Motion:** Moved by Board Member Reichenberger and seconded by Board Member De Dios motion carried by the following vote:

Ayes: Commissioners: Tsui, De Dios, Reichenberger, and Nguyen
Noes: Commissioners: None

Absent: Commissioners: Wong
Abstain: Commissioners: None

**2-B NEW 2-STORY SINGLE-FAMILY DWELLING WITH AN ATTACHED 2-CAR GARAGE – 541 CECIL STREET (DRB-14-11)**

The applicant, Al Maciel, on behalf of the property owner, is requesting design review approval for the construction of a new 2,499 square foot 2-story single-family residential dwelling with an attached 2-car garage. The property is located on the west side of Cecil Street between East Graves Avenue and Lamont Drive. The property is zoned R-2 (Medium-Multiple Residential) and is designated MDR (Medium Density Residential) in the General Plan.

**Action Taken:** The Board Approved the Conditions of Approval as stated in the staff report with the following added condition: 1) Condition 14. At the time of plan check submittal, the property owner/applicant must submit a revised site plan that shows the driveway with a straight linear design from the drive approach to the garage door.

**Motion:** Moved by Board Member Nguyen and seconded by Board Member De Dios motion carried by the following vote:

Ayes: Commissioners: Tsui, De Dios, and Nguyen
Noes: Commissioners: None
Absent: Commissioners: Wong
Abstain: Commissioners: Reichenberger (recused himself at 10:00 p.m.)

## [3.] BOARD COMMUNICATIONS AND MATTERS:

Vice-chair Tsui stated that the staff should notify Chair Allen Wong that he was elected as the Chair. Director Huntley stated that the Board members will address the election during the next scheduled DRB meeting.

Member De Dios inquired whether Board Members need to notify staff when they cannot attend future meetings. Director Huntley replied yes.

Member Nguyen inquired if the Design Review Board meetings are on the first and third Tuesday of each month. Director Huntley replied yes.

## [4.] ITEMS FROM STAFF:

Director Huntley stated that due to limited staff, from now on all Design Review Board minutes will come before them as action minutes. Director Huntley stated that all the meetings are recorded and if any board member wanted to listen to the minutes they can obtain a CD version of the DRB meeting from the staff.

Director Huntley stated that there will be training section regarding the Brown Act, ethics, and Design Review Board in the near future.

Director Huntley stated that copies of the draft South Garfield Village Specific Plan have been distributed to the Board members. City staff is currently working with RBF on a South Garfield Village Specific Plan, and he would like the Board Members to review the document. Also, the Board members can contact Planning staff if they have any question.

**ADJOURNMENT:**

The Design Review Board adjourned the meeting at 10:30 p.m. on May 5, 2015, until the next regularly scheduled meeting on May 19, 2015 at 7:00 p.m. in the Council Chambers.

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Michael A. Huntley
Director of Community and Economic Development