

**OFFICIAL MINUTES  
MONTEREY PARK DESIGN REVIEW BOARD  
REGULAR MEETING  
NOVEMBER 17, 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, November 17, 2015 at 7:00 p.m.

**CALL TO ORDER:**

Chair Wong called the Design Review Board meeting to order at 7:05 p.m.

**ROLL CALL:**

Planner Luna called the roll:

Board Members Present: Chair Allen Wong, Vice-Chair Wally Tsui, Member Eric Brossy de Dios, Member Joseph C. Reichenberger, Member Celeste Morris Nguyen

**ALSO PRESENT:** Harald Luna, Assistant Planner; Samantha Tewasart, Senior Planner

**AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS:** None

**ORAL AND WRITTEN COMMUNICATIONS:** None

**MINUTES:**

July 21, 2015

**Action Taken:** The Board approved the minutes from the regular meeting of July 21, 2015

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

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

August 4, 2015

**Action Taken:** The Board approved the minutes from the regular meeting of August 4, 2015

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

|       |                                                              |
|-------|--------------------------------------------------------------|
| Ayes: | Commissioners: Wong, Tsui, De Dios, Nguyen and Reichenberger |
|-------|--------------------------------------------------------------|

Noes: Commissioners: None  
Absent: Commissioners: None  
Abstain: Commissioners: None

**[1.] UNFINISHED BUSINESS:**

None

**[2.] NEW BUSINESS:**

**2-A NEW WALL SIGN – 440 SOUTH ATLANTIC BOULEVARD (DRB-15-25)**

The applicant, Eddy Hsieh, on behalf of the property owner, is requesting design review approval for a new wall sign at 440 South Atlantic Boulevard in the C-P (Commercial Professional) Zone.

**Action Taken:** The Design Review Board Approved the Conditions of Approval as stated in the staff report.

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

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

**2-B NEW CONSTRUCTION GREATER THAN 10,000 SQUARE FEET – NEW 3-STORIES MEDICAL OFFICE DEVELOPMENT - 120 WEST HELLMAN AVENUE (DRB-15-24)**

The applicant, Jin Zeng, has requested to present the conceptual design plans for a proposed 3-story medical office building project at 120 West Hellman Avenue in the C-P (Commercial Professional) Zone. Due to the size, scale and location of the proposed project, the applicant will be presenting their project to the Design Review Board to receive preliminary comments.

The Design Review Board reviewed the conceptual design plans and presentation by the applicant for the proposed 3-story medical office development project at 120 West Hellman Avenue in the C-P (Commercial Professional) Zone, and provided preliminary comments to the applicant.

**Recommendations:**

- Provide additional landscaping within the outdoor seating area located adjacent to the front (north) elevation of the building.

- Provide appropriate screening for all exterior and roof top mechanical equipment proposed, including transformers and backflow prevention devices.
- On the site plan, verify the location of the exterior light fixtures installed on the building wall and freestanding. The location of the freestanding light fixtures must not obstruct vehicle access and circulation.
- Review the type of landscaping within the planter areas adjacent to the west property line for line of sight clearance.
- Provide design plan details and material information for the proposed awnings.

**Action Taken:** No Action

**[3.] BOARD COMMUNICATIONS AND MATTERS:** None

**[4.] ITEMS FROM STAFF:**

Planner Luna inquired if the Design Review Board will be okay to adjourn to the Design Review Board meeting of January 5, 2016 due to the lack of items for the month of December. Vice-Chair Tsui inquired if the Board can adjourn to the second meeting in January instead. Planner Tawasart replied that if there are no projects set on the agenda for the January 5, 2016 Design Review Board meeting, then the meeting will be continued due to the lack of items.

**Action Taken:** The Design Review Board adjourned to the next regular meeting of January 5, 2016.

**Motion:** Moved by Board Member Tsui motion carried by the following vote:

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

**ADJOURNMENT:**

The Design Review Board adjourned the meeting at 8:40 p.m. on November 17, 2015, until the next regularly scheduled meeting on January 5, 2016 at 7:00 p.m. in the Council Chambers.

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Michael Huntley

Director of Community and Economic Development