

**OFFICIAL MINUTES
MONTEREY PARK DESIGN REVIEW BOARD
REGULAR MEETING
May 3, 2016**

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 3, 2016 at 7:00 p.m.

CALL TO ORDER:

Member Eric Brossy De Dios called the Design Review Board meeting to order at 7:00 p.m.

SWEAR IN:

Board Member Elizabeth Yang sworn in by City Clerk Chang
Board Member John Man sworn in by City Clerk Chang

ROLL CALL:

Planner Luna called the roll:

Board Members Present: Members Eric Brossy De Dios, Joseph C. Reichenberger, Celeste Morris Nguyen, Elizabeth Yang, and John Man

ALSO PRESENT: Michael A. Huntley, Director of Community and Economic Development; Harald Luna, Assistant Planner; Samantha Tewasart, Senior Planner

ELECTIONS:

Member Eric Brossy De Dios was nominated for chairperson

Action Taken: The Board elected Eric Brossy De Dios as Chairperson.

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

Ayes: Members: De Dios, Reichenberger, Nguyen, Yang, and Man
Noes: Members: None
Absent: Members: None
Abstain: Members: None

Member Celeste Morris Nguyen was nominated as Vice-Chairperson

Action Taken: The commission elected Celeste Morris Nguyen as Vice-Chairperson.

Motion: Moved by Member Reichenberger and seconded by Chairperson De Dios, motion carried by the following vote:

Ayes: Members: De Dios, Reichenberger, Nguyen, Yang, and Man
Noes: Members: None
Absent: Members: None
Abstain: Members: None

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS: None

ORAL AND WRITTEN COMMUNICATIONS: None

MINUTES:

April 5, 2016

Action Taken: The Board approved the minutes from the regular meeting of April 5, 2016

Motion: Moved by Vice-Chairperson Nguyen and seconded by Member Reichenberger, motion carried by the following vote:

Ayes: Members: De Dios, Reichenberger, and Nguyen
Noes: Members: None
Absent: Members: None
Abstain: Members: Yang and Man

[1.] UNFINISHED BUSINESS: None

[2.] NEW BUSINESS:

2-A ADDITION TO SINGLE-FAMILY RESIDENTIAL DWELLING GREATER THAN 2,000 SQUARE FEET – 436 SOUTH RUSSELL AVENUE (DRB-16-11)

The property owner, Katharine Chiu, is requesting design review approval for a residential addition that will result in a total square footage of 2,000 square feet or more at 436 South Russell Avenue in the R-2 (Medium-Density Residential) Zone.

Action Taken: The Design Review Board Approved the Conditions of Approval as stated in the staff report with the following added conditions.

Added:

12. At the time of plan check submittal, the site plan must show how the HVAC condenser unit will be located in a rear or interior side yard screened from public view. The HVAC condenser cannot be located any closer than five feet to a side or rear property line that abuts another residential zoned property.
13. The revised elevation plans must show how the downspouts are to be painted Mission Beige to match the exterior wall color of the single-family residential dwelling.

14. At the time of plan check submittal, the Site and Elevation plans must show 12 inch wide roof eaves.

Motion: Moved by Board Member Yang and seconded by Board Member Man motion carried by the following vote:

Ayes: Members: De Dios, Reichenberger, Nguyen, Yang, and Man
Noes: Members: None
Absent: Members: None
Abstain: Members: None

2-B ADDITION TO SINGLE-FAMILY RESIDENTIAL DWELLING GREATER THAN 2,000 SQUARE FEET – 670 HAMLET DRIVE (DRB-16-12)

The property owners, Yu Hu and Jin Han, are requesting design review approval for a residential addition that will result in a total square footage of 2,000 square feet or more at 670 Hamlet Drive in the R-1 (Single-Family Residential) Zone.

Action Taken: The Design Review Board Approved the Conditions of Approval as stated in the staff report with the following added conditions.

Added:

12. At the time of plan check submittal, the site plan must show that the existing wrought-iron fence located along the property lines will be painted in a natural light grey tone color, subject to the review and approval of the Planner.
13. At the time of plan check submittal, the Roof and Elevation plans must show how the bay window roof eaves will have a straight projection that is consistent with the Dutch hip roof eave line design of the dwelling, subject to the review and approval of Planner.

Motion: Moved by Board Member Yang and seconded by Board Vice-Chairperson Nguyen motion carried by the following vote:

Ayes: Members: De Dios, Nguyen, Yang, and Man
Noes: Members: Reichenberger
Absent: Members: None
Abstain: Members: None

[3.] BOARD COMMUNICATIONS AND MATTERS: None

[4.] ITEMS FROM STAFF:

Senior Planner Tewasart stated that the Commissions and Board handbook along with additional forms from the City Clerk's offices were provided to the new board members at the beginning of the meeting.

Director Huntley provided the board members with an update on the Courtyard by Marriott project and their request for modifications on the roof design. Also, Director Huntley informed the board that the modifications for the Courtyard by Marriott project will be coming back for their review at the next regularly scheduled Design Review Board meeting. In addition, Director Huntley also provided the board members with an update on the Market Place's progress.

ADJOURNMENT:

The Design Review Board adjourned the meeting at 8:10 p.m. on May 3, 2016, until the next regularly scheduled meeting on May 17, 2016 at 7:00 p.m. in the Council Chambers.

Michael A. Huntley
Director of Community and Economic Development