

**CITY OF MONTEREY PARK
DESIGN REVIEW BOARD AGENDA**

REGULAR MEETING

**Monterey Park City Hall Council Chambers
320 West Newmark Avenue
Monterey Park, CA 91754**

**TUESDAY
JULY 19, 2016
7:00 PM**

MISSION STATEMENT

**The mission of the City of Monterey Park is to provide excellent services
to enhance the quality of life for our entire community.**

Staff reports, writings, or other materials related to an item on this Agenda, which are distributed to the Design Review Board less than 72 hours before this scheduled meeting are available for public inspection in the City Clerk's Office located at 320 West Newmark Avenue, Monterey Park, CA 91754, during normal business hours. Such staff reports, writings, or other materials are also on the City's website subject to staff's ability to post the materials before the meeting. The City's website is located at <http://ci.monterey-park.ca.us/home/index.asp>. Copies of staff reports and/or written documents pertaining to any item on the Agenda are on file in the Community and Economic Development Department – Planning Division and are available for public inspection during regular business hours.

PUBLIC COMMENTS ON AGENDA ITEMS

For members of the public wishing to address the Design Review Board regarding any item on this Agenda, including Oral Communications, please fill out a speaker card and return it to Planning staff before the announcement of the Agenda Item.

Speakers are provided five (5) minutes per individual on each published agenda item. Individual speakers may consolidate time with another speaker's time; the total consolidated time cannot exceed two (2) minutes per speaker giving up time. However in the interest of ensuring that all members of the Public have an equal opportunity to participate, a single speaker cannot speak for more than ten (10) minutes on an individual Agenda item. If there are a large number of speakers on a particular agenda item, the Chairperson, as confirmed by the Design Review Board, may reduce the amount of time allotted to each speaker or limit the total amount time allowed for speakers to address the agenda item. At the conclusion of that period of time, the speaker will be asked to please conclude their remarks so that the next speaker may begin their comments.

In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call City Hall, (626) 307-1359. Please notify the Community and Economic Development Department twenty-four hours prior to the meeting so that reasonable arrangements can be made to ensure availability of audio equipment for the hearing impaired. Council Chambers are wheelchair accessible.

CALL TO ORDER – Chair Eric Brossy De Dios

SWEAR IN

ROLL CALL – Vice-Chair Celeste Morris Nguyen, Member Joseph C. Reichenberger, Elizabeth Yang, and Gay Q. Yuen

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

ORAL AND WRITTEN COMMUNICATIONS

MINUTES – June 21, 2016

[1.] CONSENT – None

[2.] UNFINISHED BUSINESS – None

[3.] NEW BUSINESS

3-A. NEW CONSTRUCTION GREATER THAN 10,000 SQUARE FEET – THREE-STORY 12-UNIT MEDICAL OFFICE CONDOMINIUM DEVELOPMENT (CITIZEN'S MEDICAL PLAZA) 120 WEST HELLMAN AVENUE (DRB-15-24)

The applicant, Jin Zeng, is requesting design review approval for a new three-story, 27,583 square foot 12-unit medical office condominium development (Citizen's Medical Plaza) at 120 West Hellman Avenue in the C-P (Commercial Professional) Zone.

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the City prepared an Initial Study to determine what environmental impacts, if any, would be generated by the proposed project. Following the Initial Study, it was determined that although the proposed project could have a significant effect on the environment, there will not be significant effects in this case because revisions in the project have been made by or agreed to by the project proponent and a Mitigated Negative Declaration was prepared. Less than significant impacts with mitigations incorporated were identified in the areas of Air Quality, Cultural Resources, Noise, and Transportation and Traffic. The mitigation measures relative to air quality, cultural resources, and noise addresses actions that must be taken prior and during the construction process.

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-15-24) application, subject to conditions of approval contained therein; and
- (5) Taking such additional, related, action that may be desirable.

3-B. NEW CONSTRUCTION LESS THAN 10,000 SQUARE FEET – 2-UNIT RESIDENTIAL CONDOMINIUM DEVELOPMENT – 404 EAST NEWMARK AVENUE (DRB-16-06)

The applicant, Lap Nguyen, on behalf of the property owner, Lin Tran, is requesting design review approval for the construction of a 2-unit condominium residential development at 404 East Newmark Avenue in the R-3 (High-Density Residential) Zone.

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is categorically exempt under § 15315 as a Class 15 categorical exemption (Minor Land Divisions).

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-16-06) application, subject to conditions of approval contained therein; and
- (5) Taking such additional, related, action that may be desirable.

3-C. NEW MASTER SIGN PROGRAM – 750 SOUTH ATLANTIC BOULEVARD (DRB-16-14)

The applicant, Andrew Tran of Discount Signs & Printing, on behalf of the property owner is requesting design review approval for a new master sign program at 750 South Atlantic Boulevard in the C-P (Commercial Professional) Zone.

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is categorically exempt under § 15301 Class 1 categorical exemption (Existing Facilities) and § 15311, Class 11(a) (Accessory Structures) for the installation of an on-premise sign.

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approving the requested Design Review Board (DRB-16-14) application, subject to conditions of approval contained therein; and
- (5) Taking such additional, related, action that may be desirable.

[4.] BOARD MEMBERS COMMUNICATIONS AND MATTERS

[5.] ITEMS FROM STAFF

ADJOURN:

To the next regularly scheduled meeting on August 2, 2016.

APPROVED BY:

MICHAEL A. HUNTLEY	
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Design Review Board Staff Report

DATE: July 19, 2016

AGENDA ITEM NO: 3-A

TO: Design Review Board

FROM: Michael A. Huntley, Community and Economic Development Director

BY: Harald Luna, Assistant Planner

SUBJECT: New Construction greater than 10,000 Square Feet – 120 West Hellman Avenue (DRB-15-24)

RECOMMENDATION:

It is recommended that the Design review Board consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approve the requested Design Review Board (DRB-15-24) application, subject to conditions of approval contained therein; and
- (5) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The applicant, Jin Zeng, is requesting design review approval for a new three-story, 27,583 square foot 12-unit medical office condominium development (Citizen's Medical Plaza) at 120 West Hellman Avenue. The subject property is located at the southeast corner of West Hellman Avenue and Baltimore Avenue.

Background

On November 17, 2015, the Design Review Board reviewed the conceptual design plans and a presentation by the applicant for the proposed medical office building and provided several recommendations to the applicant including:

- Provide additional landscaping within the outdoor seating area adjacent to the front (north) elevation of the building.
- Provide appropriate screening for all exterior and roof top mechanical equipment proposed, including transformers and back flow 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 circulation.
- Review the type of landscaping within the planter areas adjacent to the west property line for line of sight clearance.

- Provide design plan detail and material information for the proposed awnings.

On June 14, 2016, the Planning Commission reviewed and adopted a mitigated negative declaration approving Conditional Use Permit (CUP-15-07) to allow a 1.0 Floor Area Ratio and Tentative Map No. 073665 (TM-15-09) for the subdivision of air rights for a 12-unit condominium development.

Property Description

The property is zoned C-P (Commercial Professional) and designated C (Commercial) in the General Plan. The lot is relatively flat, has a lot area of 18,527 square feet (0.43 acre) in size and is regular-shaped. To the north of the property are Hellman Avenue and one-story single-family dwellings located within the City of Alhambra, to the east and south is a 3-story hospital (Garfield Medical Center) and west are R-3, P-D (High Density Residential, Planned Development) zoned lots developed with single and two-story multiple-family residential dwellings.

Project Description

The proposed medical office building will be 3-stories with a gross floor area of 27,583 square feet. There will be 11 medical office suites and 1 retail suite with 83 on-site parking spaces located at-grade and in a two-level subterranean parking garage. The building will be situated towards the northern portion of the lot adjacent to the north property line along Hellman Avenue with its related parking area located to the south portion of the lot behind the building and below grade.

According to the floor plans, the ground floor will have four units and a general lobby area. The proposed ground floor uses include three medical offices and a retail pharmacy. Access to the lobby area will be provided by two double sets of glass doors located on the north and south of the building. The lobby area will provide access to the elevators and two of the three medical office units on the ground floor. The second and third floors will have identical floor plan layouts with four units intended to be used for medical offices.

Architecture

The proposed architectural style is modern. The building will be rectangular in shape with articulated walls and decorative exterior finishes. The north building elevation is designed to step back away from the north property line to create an outdoor plaza and provide relief to the massing of the building and the public right-of-way. The building's exterior elevations will be comprised of a combination of high density laminate timber façade panels to emulate real wood (Parklex "Bronze" finish), accented with metal panel cladding (Zalmag Wall Tile, "Pre-Patina II" Large Tile, No Shadow Cup), stucco (La Habra Stucco, "Eggshell" X-73), and decorative split face concrete block (Orco Block Company, White with Pumice). The storefronts and windows will have dark brown anodized aluminum mullions (Kawneer Anodized aluminum "Medium Bronze") with bronze tinted solar window glass (Oldcastle Building Envelope ¼" Dual Glazing PPG "Solar Bronze"). The metal canopies located on the north facing elevation of the ground floor level above the store fronts will have a bronze anodized finish ("C-Shaped Canopy

with SS Tension Rods & Plates). The ground floor of the south facing elevation will be setback from the upper floor levels to create a covered pedestrian walkway and covered parking. The exposed support columns on the south elevation will be natural cast-in-place concrete. Although no decorative wall light fixtures are proposed at this time, staff has placed a condition that requires the applicant/property owner to submit exterior lighting details that will compliment the modern architectural style of the building.

Access to the parking lot areas will be provided by a new 26-foot wide driveway that will take direct access from Baltimore Avenue. Staff is recommending that the driveway provide a decorative exposed aggregate concrete paving with a saw cut grid pattern (Exposed Aggregate Concrete, Natural Color "Acid Etched") within the first 20 feet of the driveway area to match the outdoor plaza area.

Landscaping

The outdoor plaza will provide exposed aggregate concrete paving with a saw cut grid pattern (Exposed Aggregate Concrete, Natural Color "Acid Etched"). A series of decorative fiberglass pots (Old Town Fiberglass Pots, Grecian Model GR3636 and Mediterranean Model MT4832) will be installed throughout the plaza that will be planted with a combination of 5-gallon Phorium Tenax Black Platt's and Sundowner, Iceberg Rose, Echeveria Nodulosa, heucarella 'sweet tea' and Ivy Geraniums.

Along the east, and south perimeter of the property a combination of trees and shrubs will be planted, including 15-gallon Prunus Caroliniana 'Compacta' – Emerald King Carolina Cherry Laurel and 5-gallon Hemerocallis Species Double Yellow – 'Daylily', Streltzia Reginae – Bird of Paradise', Phormium Tenax 'Rainbow Queen' New Zealand Flax, and Rosa Floribunda – Iceberg shrub rose shrubs. Along the west property line to the north and south of the driveway the applicant is proposing to install decorative fiberglass pots (Old Town Fiberglass Pots Mediterranean square Model MT4832 and Grecian Model GR3636) planted with 15-gallon Cercis Canadensis 'Forest Pansy' – Forest Pansy Redbud, and 5-gallon Rosa Iceberg White and under plant with Ivy Geranium. Based on the landscape plant materials proposed, staff recommends that at time of plan check, the landscape plans must be revised to include additional low growing drought-tolerant shrubs and groundcover to be planted throughout the outdoor plaza and to the north and south of the driveway. In addition staff has placed a condition of approval that requires a water efficient irrigation system within the landscaped pots.

Although no furniture is proposed for the outdoor plaza area, staff has placed a condition requiring commercial grade outdoor furniture in a modern design be provided to compliment the medical office building architectural style. A trash enclosure will be provided in the parking lot area adjacent to the west property line. The trash enclosure, as conditioned, will have the same split face concrete block walls (Orco Block Company, White with Pumice) with decorative non-combustible gates and cover designed to match the modern architectural style of the building and painted to match the building.

Mechanical Equipment

Although the plans currently do not show the location of all the mechanical equipment staff is recommending that at the time of plan check the applicant/property owner submit

revised plans to show the locations of all the mechanical equipment and how it will be screened from public rights-of-way and adjacent properties.

No signage is proposed at this time; however, a Master Sign Program will be required and is subject to Design Review Board approval.

CONCLUSION:

Staff reviewed the application and believes the proposed three-story, 12-unit condominium development project (i.e. 11 medical office units and one retail unit) is appropriately designed for the site, compatible with the surrounding properties and consistent with the Commercial Professional Zone. The proposed architectural style is modern with varying architectural features and exterior finishes that help to break up the building walls.

ENVIRONMENTAL ASSESSMENT:

As required by the California Environmental Quality Act (CEQA), the City prepared an Initial Study to determine what environmental impacts, if any, would be generated by the proposed project. Following the Initial Study, it was determined that although the proposed project could have a significant effect on the environment, there will not be significant effects in this case because revisions in the project have been made by or agreed to by the project proponent and a Mitigated Negative Declaration was prepared. Less than significant impacts with mitigations incorporated were identified in the areas of Air Quality, Cultural Resources, Noise, and Transportation and Traffic. The mitigation measures relative to air quality, cultural resources, and noise addresses actions that must be taken prior and during the construction process.

Respectfully submitted,



Michael A. Huntley

Community and Economic Development Director

Attachments:

Exhibit A: Conditions of Approval

Exhibit B: Site, floor, elevation, landscape and irrigation plans, color elevations, and site photographs

EXHIBIT A

Conditions of Approval

CONDITIONS OF APPROVAL:

1. All work performed must be in substantial conformance with the colored elevations and samples date-stamped May 27, 2016 unless changed by any of the succeeding conditions. Future modifications that are not in substantial conformance, as determined by the Planner, shall require modification of this approval subject to the provisions of Monterey Park Municipal Code (MPMC) § 21.36.120.
2. Quality of all finished work must be per planner's approval before approval from Planning on building permit final.
3. All buildings or structures on the property must remain free of graffiti. Failure of the property owner to remove any graffiti, upon 24 hours written notice by the City, must authorize the City to remove or mask said graffiti at the cost of the property owner.
4. The property must be kept free of trash and debris at all times.
5. The applicant/property owner must sign and have notarized an affidavit acknowledging acceptance of the conditions of approval and return it to the Planning Division within 30 days of the effective date of this approval, or prior to the issuance of Planning's stamp of approval for building permit.
6. This design approval for a new three-story, 27,583 square foot 12-unit medical office condominium development is not an approval of building permits, which must be applied for separately with the Building Division.
7. When the use is discontinued, the business owner and/or property owner must remove all signage and repair/repaint any affected surfaces within 30 days.
8. A complete copy of these conditions, as approved, shall be listed on the second sheet of plans submitted for a building permit pertaining to this project.
9. All conditions of this approval shall be complied with prior to issuance of Planning Division's final approval for building permits.
10. Decision by the Board will be finalized 15 days after the date of the meeting. Appeal of the Board's decision must be submitted on appropriate forms to the City Clerk prior to midnight of the fifteenth day. After the fifteen days are barring an appeal, you may submit your plans for approval and apply for permits.
11. At time of plan check, the landscape plans must be revised to include additional drought-tolerant landscaping throughout the outdoor plaza and to the north and south of the driveway, subject to the review and approval of the planner. In addition the landscaped pots must have a water efficient irrigation system.
12. At the time of plan check submittal the applicant/property owner must submit exterior lighting plan. The exterior accent lighting must be of a modern design that has an anodized bronze finish to compliment the aluminum store front windows and entry

system framing. The exterior lighting must be shielded to prevent the direct spillage of light or glare onto adjacent lots and public rights-of-way.

13. At the time of plan check submittal the first 20 feet of the driveway must have a decorative exposed aggregate concrete paving with a saw cut grid pattern (Exposed Aggregate Concrete, Natural Color "Acid Etched") to match the outdoor plaza.
14. Provide outdoor furniture that is of commercial grade that will compliment the modern architectural design of the building.
15. At the time of plan check submittal the trash enclosure walls must be split face concrete block walls (Orco Block Company, White with Pumice) with decorative non-combustible metal gates and metal cover designed to match the modern architectural style of the building.
16. All mechanical equipment located on the roof or at grade must provide adequate screening from public rights-of-way and adjacent properties through the use of parapets or a solid, non-combustible material, screening material. At the time of plan check the property owner/applicant must submit a site plan that shows the location of all the mechanical equipment including transformers and backflow devices and how they will be screened. Such screening may either be painted to match the exterior color of the building with landscaping screening or treated as an architectural feature, subject to the review and approval of the Planner.
17. A Master Sign Program will be required and will be brought before the Design Review Board for review and approval when the first sign application is made at the subject property.



Design Review Board Staff Report

DATE: July 19, 2016

AGENDA ITEM NO: 3-B

TO: Design Review Board
FROM: Michael A. Huntley, Community and Economic Development Director
BY: Harald Luna, Assistant Planner
SUBJECT: New Construction Less Than 10,000 square feet – 2-Unit Residential Condominium Development – 404 East Newmark Avenue (DRB-16-06).

RECOMMENDATION:

It is recommended that the Design Review Board consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approve the requested Design Review Board (DRB-16-06) application, subject to conditions of approval contained therein; and
- (5) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The applicant, Lap Nguyen, on behalf of the property owner, Linh Tran, is requesting design review approval for the construction of a 2-unit condominium residential development at 404 East Newmark Avenue. The property is located on the southeast corner of Newmark Avenue and Alhambra Avenue. The property is zoned R-3 (High-Density Residential) and is designated HDR (High-Density Residential) in the General Plan.

Background

On November 24, 2015, the Planning Commission adopted Resolution No. 22-15 approving Tentative Map No. 073571 (TM-15-07) to allow the subdivision of air-rights for a 2-unit residential condominium development.

Site Analysis

To the north, south, and east are R-3 zoned lots, and to the west are R-2 zoned lots developed with single and multiple-family residential properties. The subject and adjacent properties are relatively flat. The design and character of the surrounding

residential dwellings consist of the mid-century tract and contemporary architectural styles, consisting of single-story and two-story single and multiple-family residential buildings with attached and detached garages built, as early as, 1941 to the late 1970's.

Project Description

The subject property has a frontage of 100 feet and a depth of 118 feet, with a total lot area of 11,800 square feet in size. Per R-3 development standards, a maximum building density of 1 unit per 3,000 square feet applies to the subject property. A maximum of 3 units can be built on the lot, and 2 units are proposed. The subject property is currently developed with an older single-family residential dwelling unit with an attached 1-car garage. The property will remain as one lot.

The two residential condominium dwelling units will have 5 bedrooms. The residential condominium dwelling units will range in size from 2,983 square feet to 2,988 square feet. The proposed buildings will meet the required front, rear and side setback areas. Each residential condominium dwelling unit will be two stories, with a maximum height of 27 feet. A building separation of 10 feet for the first floor and 12 feet for the second floor will be provided between the residential buildings.

According to Monterey Park Municipal Code (MPMC) § 21.22.050, condominium units with four or more bedrooms require 2 enclosed garage spaces, plus 1 guest space per dwelling unit. Overall, 4 enclosed garage spaces and 2 guest parking spaces are required and will be provided. According the site plan, each unit will be provided with a two-car garage and one guest parking space meeting the off-street parking requirements. The driveway has a width of at least 18 feet minimum and up to 20 feet, and each parking space will have a minimum back-up distance of 26 feet. Each enclosed parking space is required to have a minimum width of 9 feet, and a minimum depth of 20 feet.

Per the MPMC § 21.08.080(O), the project is required to provide a minimum total of 400 square feet of common open space, and a minimum of 250 square feet of private open space per unit. According to the site plan, the project will include 414 square feet of common open space, and each unit will be provided with 250 square feet of private open space located between the two residential condominium dwelling units.

Architecture

The proposed architectural style will consist of a Contemporary architectural style which will be consistent with the existing architectural style of the surrounding residential dwellings. The first and second floors of the dwellings will consist of a combination of sand finish stucco walls painted in a light brown color (La Habra Stucco, X-82 Hacienda) for one dwelling and a cream color (La Habra Stucco, X-48 Meadow Brook) for the other dwelling. The applicant is proposing to install decorative stone veneer (Owen Corning, Cultured Stone Veneer ICBO # NER-358, Natural Brown Country LedgeStone) as an accent on all four elevations of the two residential dwellings and on the columns of the front entry porches. The first and second floors of the two residential

dwelling will feature a hip roof design at varying heights. The roofs will have a brown and a terracotta blend colored concrete tiles (Eagle Roofing Company, Belair Augusta SCB8826, Grayish Brown, Tan, Maroon & Belair Sun Rise Blend 4645, Terracotta, Brown Blend). The wood fascia and decorative under eave cornice will be painted in a white color (Behr, Antique White 23) to match the window, and door trim moldings. The windows will be white vinyl framed (Milgard Windows and Doors). The residential dwellings front (west), rear (east), and side elevations will feature custom decorative wrought-iron railing on the first and second floors painted in a brown color (Behr, Nut Brown, N190-6). The main entry doors for the two residential dwellings will consist of custom decorative metal doors in a bronze finish (Universal Iron Doors, Beverly Door, Bronze). The garage doors will be sectional aluminum roll-up painted brown (Behr, Nut Brown, N190-6). The exterior light fixture will be a vintage style in a bronze finish (Kichler Lighting).

As part of the new construction of the two residential condominium dwelling units, the front yard area will include new walkways that provide access to the two residential dwelling units from the public rights-of-way. The street side yard area will have a new concrete driveway and walkway consisting of decorative concrete pavers (Zara Natural Stone, Interlocked Stone, Salmon Mixed color) that leads to the parking areas, and to the common open space areas. The applicant is proposing to install a decorative 4 foot high combination stucco treated concrete block with stucco pilasters painted to match the residential dwellings with precast caps and wrought-iron fencing painted black along the front and street side yard property lines. Staff is recommending that the wrought-iron fencing be painted brown (Behr, Nut Brown, N190-6) to match the dwelling garage door and decorative railing.

Furthermore, the applicant is proposing to install a new 4 foot high, as conditioned, decorative block wall along the south and rear property lines within the front yard and street side yard areas. The applicant is proposing a new 6 foot high white vinyl fencing along the rear property line. Although no new wall is proposed along the south side property line behind the front yard setback area, staff has conditioned the project to have the applicant install a 6 foot high decorative block wall. The perimeter block walls and pilasters, as conditioned, will have a stucco finish painted in a cream color (La Habra Stucco: Sand finish: Hacienda X-82) with a decorative precast caps.

Landscaping

The project will provide sufficient landscaping to comply with the landscaping requirements for a 2-unit residential development. The proposed landscaping is comprised of a mixture of trees and shrubs. The proposed trees include 36-inch box size Brisbane Box, 24-inch box size Crape Myrtle trees. The proposed shrubs include 5 gallon size Hopseed Bush, Texas Privet, Orchid Rockrose, Kangaroo Paw, California Fescue, and Red Bougainvillea. The proposed ground covers include Buffalo Grass, and Blue Senecio flats. Other landscaping materials and features set within the common open space area include outdoor furniture (Somette, Garden Table, Largo Rectangular Style and Jordan Manufacturing, steel garden bench). Although no new irrigation system is proposed at this time staff has conditioned the project to have the

applicant/property owner provide a water efficient drip irrigation system within the landscaped areas to minimize water run-off. Staff believes that the proposed Contemporary architectural style with the landscaped areas is in keeping with the residential character of the area.

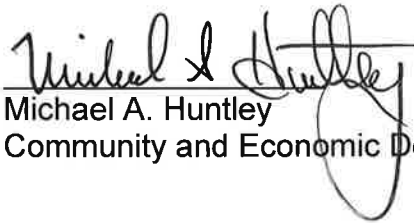
CONCLUSION:

Staff reviewed the application and believes the proposed 2 residential condominium units with their attached 2-car garages and open space areas are appropriately designed for the site and compatible with the surrounding residential neighborhood, with the recommended conditions. The proposed architectural style is a Contemporary architectural style, which fits within the character of the neighborhood. There are varying architectural features and exterior finishes that help to break up the building walls.

Environmental Assessment

The Project is categorically exempt from additional environmental review pursuant to CEQA Guidelines § 15315 as a Class 15 categorical exemption (Minor Land Divisions).

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael A. Huntley", is written over a horizontal line.

Michael A. Huntley
Community and Economic Development Director

Attachments:

- Exhibit A: Conditions of Approval
- Exhibit B: Site, floor, elevation, and landscape plans
- Exhibit C: Color renderings
- Exhibit D: Existing site photographs

EXHIBIT A

Conditions of Approval

CONDITIONS OF APPROVAL:

1. All work performed must be in substantial conformance with plans date-stamped June 27, 2016, unless changed by any of the succeeding conditions. Future modifications that are not in substantial conformance, as determined by the Planner, shall require modification of this approval subject to the provisions of MPMC § 21.36.120.
2. Quality of all finished work shall be per planner's approval before approval from Planning on building permit final.
3. The property must be kept free of trash and debris at all times.
4. The applicant/property owner must sign and have notarized an affidavit acknowledging acceptance of the conditions of approval and return it to the Planning Division within 30 days of the effective date of this approval, or prior to the issuance of Planning's stamp of approval for building permit.
5. This approval is for the design of 2 residential condominium dwelling units with their required garage parking and is not an approval of building permits, which must be applied for separately with the Building Division.
6. A complete copy of these conditions, as approved, shall be listed on the second sheet of plans submitted for a building permit pertaining to this project.
7. All conditions of this approval shall be complied with prior to issuance of Planning Division's final approval for building permits.
8. Decision by the Board will be finalized 15 days after the date of the meeting. Appeal of the Board's decision must be submitted on appropriate forms to the City Clerk prior to midnight of the fifteenth day. After the fifteen days are barring an appeal, you may submit your plans for approval and apply for permits.
9. All Landscaped areas must be properly maintained at all times.
10. The proposed concrete block walls located along the rear (east) and side (south) property lines within the front and street side yard setback areas must have a stucco finish painted in a cream color (La Habra Stucco: Sand finish: Hacienda X-82) with decorative precast caps.
11. The perimeter wrought-iron fencing material must be painted in a brown color (Behr, Nut Brown, N190-6) to compliment the dwelling unit exterior colors, subject to the review and approval of the Planner.
12. An irrigation plan must be submitted as part of the plan check submission. The irrigation plan must show the use of a water efficient irrigation system, such as drip irrigation, within the landscape planter areas, subject to the review and approval of

the Planner. The irrigation system must be installed and operating prior to final inspection.



Design Review Board Staff Report

DATE: July 19, 2016

AGENDA ITEM NO: 3-C

TO: Design Review Board

FROM: Michael A. Huntley, Community and Economic Development Director

BY: Harald Luna, Assistant Planner

SUBJECT: New Master Sign Program – 750 South Atlantic Boulevard (DRB-16-14)

RECOMMENDATION:

It is recommended that the Design Review Board consider:

- (1) Opening the public hearing;
- (2) Receiving documentary and testimonial evidence;
- (3) Closing the public hearing;
- (4) Approve the requested Design Review Board (DRB-16-14) application, subject to conditions of approval contained therein; and
- (5) Take such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

The applicant, Andrew Tran of Discount Signs & Printing, on behalf of the property owner is requesting design review approval for a new Master Sign Program (MSP) for an existing multi-unit commercial shopping center located at 750 South Atlantic Boulevard. The subject property is located at the southeast corner of South Atlantic Boulevard and El Portal Place. The proposed MSP for the Shopping Center is designed to encourage signs, which are integrated with and harmonious in size, design, style, material and appearance to the commercial building. The applicants request meets the zoning requirements and rights afforded to other businesses from the surrounding area.

Property Description

The property is zoned C-P (Commercial Professional) and designated C (Commercial) in the General Plan. The lot is relatively flat, has a lot area of approximately 69,450 square feet (1.59 acres) in size and is rectangular-shaped. To the north of the property are El Portal Place followed by commercial businesses, to the west are Atlantic Boulevard and a multi-unit commercial office building, to the south are commercial business, and to the east are R-1 (Single-Family Residential) zoned lots developed with single and two-story single-family residential dwellings.

The property is currently developed with a multi-unit commercial shopping center and its related at grade parking within the front, side and rear. The two existing commercial buildings are square and rectangular in shape with the business frontages facing west

(Atlantic Boulevard) and north (El Portal Place). The property is accessible from Atlantic Boulevard and El Portal Place.

Master Sign Program

According to MPMC § 21.24.580, a Master Sign Plan is required for any new or existing commercial project with three or more units involving exterior remodels. The Master Sign Plan must address the size, location, number, and design of all proposed signs, but need not show the actual sign copy. The applicant is requesting approval for a new Master Sign Program for the multi-unit commercial center that addresses the types of signage permitted for buildings. Specific criteria for primary and secondary wall signs, window signage, and for the existing freestanding signage have been provided within section D and the exhibits of the MSP (Exhibit B).

Master Sign Program Criteria

Wall Signs:

The new Master Sign Program allows for wall signs comprised of internally illuminated channel letters with 1/8-inch acrylic faces, 4-inch maximum aluminum black returns, and 3/4-inch acrylic trim caps in black or to match the sign face colors. Primary wall signs will be permitted to have a maximum sign area of one square foot per lineal foot of the business frontage with a maximum width of no more than 75% of the business frontage. Secondary wall signs are limited to the tenant spaces 700 and 720 which have secondary frontages. Secondary wall signs, where permitted, will be permitted to have a maximum sign area of 1/2 square foot per lineal foot of the business frontage. The maximum sign areas are consistent with the maximum sign area allowed by the Monterey Park Municipal Code (MPMC) sign regulations. The MSP will allow for a single row of text and logo for each tenant sign with a minimum height of 12-inches up to 18-inches maximum. A secondary row of text may be approved as individual internally illuminated channel letters. If a secondary row of text is needed the total height of the sign text must not exceed 18-inches, with the primary row of sign text at a minimum of 12-inches and the secondary row of sign text at a minimum of 6-inches.

The sign faces will be an acrylic material and are limited to three colors red, green, and yellow or established corporate colors, subject to the approval of the landlord. Staff is recommending that the sign face colors be limited to one or two colors to keep consistency within the signs of the commercial center with the exception of established corporate colors. The MSP criteria indicates that signs are limited to first story signage and will be located no higher than 15 feet measured from the ground floor to the top of the signs. The sign specifications including the size, location, number, and design for each unit are further illustrated in the master sign program.

Window signs:

Window signs are permitted for all the tenant spaces that have window frontages. The maximum window sign area for tenant spaces located on the first floor is limited to 20% of the total frontage glass area. Tenant spaces located in the second floor are limited to

25% of the total frontage window area.

Banners:

Banners will be permitted as temporary signage only and allowed per the City of Monterey Park Municipal Code (MPMC) § 21.24 Sign Regulations, and subject to Planning Division review approval.

Freestanding Signs:

The center currently has an existing single freestanding sign with three separate sign panels located adjacent to the west property line along Atlantic Boulevard. Although no changes are being proposed to the freestanding sign at this time, the MSP will provide criteria for future changes to the overall sign structure and to the tenant sign panels. According to the MSP the freestanding sign will be limited to tenant spaces 700 and 720 only. The three individual sign panels will be comprised of an 1/8" white acrylic background panel with 1/4" acrylic push-thru sign text. The sign text will be limited to two colors red, green or yellow with the exception of established corporate colors. The maximum letter heights for the freestanding sign panels will range in size from 16-inches minimum up to 24-inches maximum. The sign criteria for each sign area are further illustrated in the MSP.

According to MPMC § 21.24.600, to approve a master sign plan, the Design Review Board must make the following findings:

- (A) The master sign plan complies with the purpose of the signage chapter, including the sign design guidelines;

The proposed master sign plan complies with the purpose of the signage chapter because it encourages the effective use of the signs as a means of communication in the City. The master sign plan also encourages signs that are integrated with and harmonious in size, design, style, material, and appearance to the buildings and sites, which they are occupy and surround. Lastly, the master sign plan will enable the fair and consistent enforcement of these sign restrictions.

- (B) Proposed signs enhance the overall development and are in harmony with other signs included in the plan with the structures they identify and with surrounding development;

The proposed master sign program criteria and signs will enhance the overall development and are in harmony with other signs included the master sign plan.

- (C) The master sign plan contains provisions to accommodate future revisions that may be required because of changes in use or tenants;

The proposed master sign plan contains provisions to accommodate further revisions that may be required because of changes in use or tenants.

- (D) The master sign plan complies with the standards of the signage chapter, except that flexibility is allowed with regard to sign area, number, location, and/or height to the extent that the master sign plan will enhance the overall development, achieve superior quality design, and will more fully accomplish the purposes of this chapter.

The proposed master sign program complies with the standards of the Monterey Park Municipal Code (MPMC) § 21.24 Sign Regulations chapter because the sign plan follows the criteria set in the signage chapter.

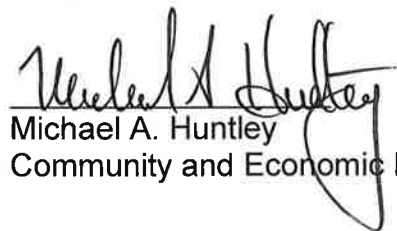
CONCLUSION:

Staff reviewed the application and believes the proposed master sign program is appropriately designed for the site, compatible with the signs from the surrounding commercial properties, with the recommended conditions.

ENVIRONMENTAL ASSESSMENT:

Pursuant to the California Environmental Quality Act (CEQA) guidelines, the project is categorically exempt under § 15301 Class 1 categorical exemption (Existing Facilities) and § 15311, Class 11(a) (Accessory Structures) for the installation of an on-premise sign.

Respectfully submitted,



Michael A. Huntley
Community and Economic Development Director

Attachments:

Exhibit A: Conditions of Approval
Exhibit B: Master Sign Program

EXHIBIT A

Conditions of Approval

CONDITIONS OF APPROVAL:

1. All work performed must be in substantial conformance with the Master Sign Program date-stamped July 13, 2016 unless changed by any of the succeeding conditions. Future modifications that are not in substantial conformance, as determined by the Planner, shall require modification of this approval subject to the provisions of Monterey Park Municipal Code (MPMC) § 21.36.120.
2. Quality of all finished work must be per planner's approval before approval from Planning on building permit final.
3. All buildings or structures on the property must remain free of graffiti. Failure of the property owner to remove any graffiti, upon 24 hours written notice by the City, must authorize the City to remove or mask said graffiti at the cost of the property owner.
4. The property must be kept free of trash and debris at all times.
5. The applicant/property owner must sign and have notarized an affidavit acknowledging acceptance of the conditions of approval and return it to the Planning Division within 30 days of the effective date of this approval, or prior to the issuance of Planning's stamp of approval for building permit.
6. This design approval for a new Master Sign Program is not an approval of building permits, which must be applied for separately with the Building Division.
7. All signs, together with all of their supports, braces, guys and anchors, shall be kept in good repair and in proper state of preservation. The display surfaces of all signs shall be kept neatly posted at all times. The sign faces must be re-paired at any sign of chipping or fading.
8. When the use is discontinued, the business owner and/or property owner must remove all signage and repair/repaint any affected surfaces within 30 days.
9. A complete copy of these conditions, as approved, shall be listed on the second sheet of plans submitted for a building permit pertaining to this project.
10. All conditions of this approval shall be complied with prior to issuance of Planning Division's final approval for building permits.
11. Decision by the Board will be finalized 15 days after the date of the meeting. Appeal of the Board's decision must be submitted on appropriate forms to the City Clerk prior to midnight of the fifteenth day. After the fifteen days are barring an appeal, you may submit your plans for approval and apply for permits.
12. A sign plan drawn to scale must be submitted to the Planning Division for any new signage on the building. New signs must meet the specified criteria of the Master Sign Program to allow for design compatibility with existing signage, subject to the

review and approval of the Planner. All wall signs must be centered horizontally and vertically along the sign band area.

13. Signs may not be supported with exposed conduits, bracing, angle iron, guy wires, cables, or similar materials.