

**OFFICIAL MINUTES
MONTEREY PARK DESIGN REVIEW BOARD
REGULAR MEETING
JANUARY 17, 2017**

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, January 17, 2017 at 7:00 p.m.

CALL TO ORDER:

Chairperson Eric Brossy De Dios called the Design Review Board meeting to order at 7:11 p.m.

ROLL CALL:

Planner Luna called the roll:

Board Members Present: Chairperson Eric Brossy De Dios, Members Ivan Lam, Joseph C. Reichenberger, Elizabeth Yang, Gay Q. Yuen

Board Members Absent: None

ALSO PRESENT: Samantha Tewasart, Senior Planner, and Harald Luna, Assistant Planner

ELECTIONS:

Member Elizabeth Yang was nominated for Vice-Chair

Action Taken: The Board elected Elizabeth Yang as Vice-Chair

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

Ayes: Members: De Dios, Lam, Reichenberger, Yang, and Yuen

Noes: Members: None

Absent: Members: None

Abstain: Members: None

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS: None

ORAL AND WRITTEN COMMUNICATIONS:

MINUTES:

October 18, 2016

Action Taken: The Design Review Board approved the minutes from the regular meeting of October 18, 2016

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

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

Ayes: Members: De Dios, Reichenberger, and Yuen
Noes: Members: None
Absent: Members: None
Abstain: Members: Lam, Yang

November 14, 2016

Action Taken: The Design Review Board approved the minutes from the regular meeting of November 14, 2016

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

Ayes: Members: De Dios, Reichenberger, and Yuen
Noes: Members: None
Absent: Members: None
Abstain: Members: Lam, Yang

[1.] **CONSENT:** None

[2.] **UNFINISHED BUSINESS:** None

[3.] **NEW BUSINESS:**

3-A NEW SINGLE-FAMILY RESIDENTIAL DWELLING WITH AN ATTACHED 2-CAR GARAGE – 423 EVERETT AVENUE (DRB-16-37)

The applicant, Simon Liu, is requesting design review approval for the construction of a new 2,093 square foot single-family residential with an attached 2-car garage and the preservation of an existing 2-car garage at 423 Everett Avenue in the R-2 (Medium Density Residential) Zone.

Action Taken: The Design Review Board (1) opened the public hearing; (2) received documentary and testimonial evidence; (3) closed the public hearing; and (4) approved the requested Design Review Board (DRB-16-37) application, subject to the conditions of approval as stated in the staff report with added conditions.

Added:

- 1) Condition 13. At the time of plan check submittal, the property owner must verify the location of the existing fencing located along the north property line. If the existing wood fence is located on the subject property, the existing wood fence must be replaced with a new wrought iron fence painted black. If the existing wood fencing is located on the adjacent property to the north, the subject property must install a new wrought iron fence painted black along the north property line.

- 2) Condition 14. Automobile storage area, within the garage, must be maintained clear of other personal items to allow for automobile storage only, per Monterey Park Municipal Code § 21.08.080, (E), (5).

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

Ayes: Members: De Dios, Lam, Reichenberger, Yang, and Yuen
Noes: Members: None
Absent: Members: None
Abstain: Members: None

3-B NEW SINGLE-FAMILY RESIDENTIAL DWELLING WITH AN ATTACHED 2-CAR GARAGE – 193 LADERA STREET (DRB-16-39)

The property owner, Michael Sunn, is requesting design review approval for the construction of a new 2,999 square foot 2-story single-family residential dwelling with an attached 2-car garage at 193 Ladera Street in the R-1 (Single-Family Residential) Zone.

Action Taken: The Design Review Board Approved (1) opened the public hearing; (2) received documentary and testimonial evidence; (3) closed the public hearing; and (4) approved the requested Design Review Board (DRB-16-39) application, subject to the conditions of approval as stated in the staff report with an added condition.

Added:

- 1) Condition 13. At the time of plan check submittal, the site plan must show the location of all the perimeter walls and fencing.

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

Ayes: Members: De Dios, Lam, Reichenberger, Yang, and Yuen
Noes: Members: None
Absent: Members: None
Abstain: Members: None

[4.] BOARD COMMUNICATIONS AND MATTERS: None

[5.] ITEMS FROM STAFF:

Planner Luna mentioned the city regulation regarding attendance of Design Review Board members. The regulation states that members who miss three consecutive meetings unless excused by the chair, will be deemed vacant and the member's term will end. This means that if a board member knows that they will be absent for the following meeting, then they should clearly state that for the record. A motion is not necessary, but a statement indicating a board member's absence must be accepted by the chair, in order to determine it as an excused absence. Board Member

Reichenberger inquired if a 700 form must be completed. Planner Luna replied yes. Planner Tewasart replied that the 700 form for 2017 should have been provided by the City Clerk's office. If not, then staff can reach out to the board to either provide a link for the form or a hard copy.

Vice-Chair Yang inquired if staff can notify the board sooner if a meeting will be canceled, instead of last minute notification. Planner Luna stated that staff sends out the packets the week prior to the meeting and an email, on Monday one day before the meeting, to verify attendance for the meeting in order to confirm that there will be a quorum. If there are not enough members that will be in attendance at that point, then the meeting would need to be cancelled and postponed to the following meeting. If staff knows that there will not be a meeting, staff can notify the members the Thursday or Friday prior to the meeting date of the cancellation of the meeting.

Chairperson De Dios stated that there was a discussion at the previous meeting regarding the possibility of canceling the first meeting in January. Planner Luna stated that the meeting would be determined if there were items to be placed on the agenda.

Board Member Yang inquired about the recent LA time's news article regarding the Best Western Hotel - 420 North Atlantic Boulevard that came before the Design Review Board in December. Planner Tewasart mentioned that there was a scheduled meeting with the developer prior to the release of the news article and the purpose of the meeting was the property owner was able to acquire the property on the corner. So the project is coming back to the Design Review Board since they were able to acquire that property, as a modification to their approval in the near future. When the time comes, the Design Review Board can discuss any concerns they may have with the property owners. However at the meeting they did not indicate that there were any concerns on their behalf. They only indicated that the names stated in the news article are prior property owners and they are not related to the property owners mentioned in the news. For now, any approvals granted or issued to the project do not have any repercussions or consequences on what has already been approved. The value of the property and the assets are being handled on the private end.

Board Member Yuen requested for staff to get a laser beam pointer to be able to use during for presentations to help with clarifications on a certain area of the project that is being presented on the screen.

ADJOURNMENT:

There being no further business for consideration, the Design Review Board meeting was adjourned at 8:38 p.m.

Next regular scheduled meeting on February 7, 2017 at 7:00 p.m. in the Council Chambers.

Michael A. Huntley
Director of Community and Economic Development