CALL TO ORDER

1. DPRB Case No. 16-02, 16-03, 16-04 and Tree Removal Permit 16-03

   Associated Cases: (Previously Entitled) Zone Change 16-01, Tentative Tract Map 16-01 (TTM 73584), Municipal Code Text Amendment (MCTA) 18-01 for the Creation of Development Standards Overlay Zone No. 2, Environmental Review- IS/MND

   A request to construct 12 new homes, demolish historic structures at 300 N. Walnut Avenue and 343 Moore Lane, and to remove 125 trees located at the properties at 300 N. Walnut, and 343 Moore Lane. Continued from March 14, 2019. Staff requesting to continue this item to July 25, 2019.

   Applicant: John Begin   APN'S: 8390-009-013, -031, -011, & -010
   Planner: Jennifer Williams   Zone: SF-7500 & DS-2 Overlay

2. DPRB Case No. 19-0009

   Associated Cases: ACCELA PROJ-19-0016 and VAR-19-0001

   Proposed construction of a new 843 square-foot single-story, single-family residence and 396 square-foot detached garage at 123 N. Monte Vista Avenue (Former Taylor House Site) in the Single-Family Downtown Residential (SF-DR) Zone.

   Applicant: City of San Dimas   APN: 8387-014-902
   Planner: Jennifer Williams   Zone: SF-DR

ORAL COMMUNICATIONS

(Members of the audience are invited to address the Board on any item not on the agenda. Under the provisions of the Brown Act, the Board is prohibited from taking or engaging in discussion on any item not appearing on the posted agenda. However, your concerns may be referred to staff or set for discussion at a later date. The Public Comment period is limited to 30 minutes. Each speaker shall be limited to three (3) minutes.)

ADJOURNMENT

Copies of staff reports and/or other written documentation pertaining to the items on the agenda are on file in the Planning Department and are available for public inspection during the hours of 7:30 a.m. to 5:30 p.m. Monday through Thursday and Friday 7:30 a.m. to 4:30 p.m.
Notice Regarding Americans with Disabilities Act: In compliance with the ADA, if you need assistance to participate in a city meeting, please contact the City Clerk’s Office at (909) 394-6216. Early notification before the meeting you wish to attend will make it possible for the City to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II].

Copies of documents distributed for the meeting are available in alternative formats upon request.
Memorandum

Date: July 11, 2019
To: Development Plan Review Board
From: Development Services Department
Subject: Walnut Avenue Project
Continued from the meeting of June 13, 2019

DPRB Case No. 16-02
A request to construct 12 new homes

DPRB Case No. 16-03
A request to demolish a historic structure at 300 N. Walnut Avenue

DPRB Case No. 16-04
A request to demolish a historic structure at 343 Moore Lane

Tree Removal Permit 16-03
A request to remove 125 trees

Associated Cases (Previously Entitled):
- Zone Change 16-01
- Tentative Tract Map 16-01 (TTM 73584)
- Municipal Code Text Amendment (MCTA) 18-01 for the Creation of Development Standards Overlay Zone No. 2
- Environmental Review- IS/MND

On March 8, 2018, the Development Plan Review Board (DPRB) originally reviewed the abovementioned cases. The Board allowed the related applications to move forward for review by the Planning Commission and City Council and for those cases subject to the Board’s purview (DPRB applications and Tree Removal Permit) to return after the City Council’s determination. The related zone change, tentative tract map, Development Standards Overlay, and environmental review were heard at multiple meetings of the Planning Commission and City Council
and were ultimately approved by the City Council, becoming effective on October 11, 2018.

On June 13, 2019, the Development Plan Review Board reviewed the abovementioned cases for the second time. The Board continued the item to the July 11, 2019 meeting and directed the Applicant to meet with Staff in an effort to resolve a number of items.

Staff and the Applicant met on June 24, 2019.

Revised plans were submitted on July 2, 2019 and are still being reviewed by Staff.

**RECOMMENDATION:**

Continue the matter to July 25, 2019
DATE: July 11, 2019

TO: Development Plan Review Board

FROM: Jennifer Williams, Associate Planner

SUBJECT: DPRB Case No. 19-0009
Related Applications: PROJ-19-0016 and VAR-19-0001
Proposed construction of a new 843 square-foot single-story, single-family residence and 396 square-foot detached garage at 123 N. Monte Vista Avenue (Former Taylor House Site) in the Single-Family Downtown Residential (SF-DR) Zone (APN 8387-014-902)

FACTS:

The March 14, 2019 DPRB Fact Sheet and Minutes are attached as Exhibit B and contain further background information.

At its meeting on March 14, 2019 the Development Plan Review Board reviewed the architectural plans for the new residence. The Board was generally supportive of the proposal and provided further direction on the architectural design. The Board also selected a color scheme and recommended the Planning Commission approve variances for the development of the undersized lot, additional lot coverage, reduced setbacks, and to allow for a 1-7car garage in lieu of a 2-car garage. On April 4, 2019, the Planning Commission approved Variance 19-001 allowing for the necessary deviations to construct the project.

ANALYSIS:

The architect has worked with Staff on revisions to incorporate Staff’s and the Board’s comments on the architecture and site design as well as the approved variances. The following revisions have been made and/or information provided:

1. Lot coverage was increased from 35% to 40%. This allows the garage to be enlarged for better accessibility and assists in providing a front wrap-around porch
2. House was shifted to the north approximately 1’ 7” to allow for a 4’ side yard setback and access for maintenance
3. Front porch was expanded approximately 1’ in depth to be more usable
4. Garage was expanded approximately 6’ in width to be more usable and accessible
5. The north fence location was popped out approximately 3’ and a pedestrian door was added. Materials were revised to incorporate a 5’ high horizontal wood fence was on the north side and 6’ block walls for the remainder of the site
6. Windows were added on the north and south house elevations and on the east garage elevation (1 on each elevation)
7. Trim board was removed to allow for rafter tail exposure
8. Decorative rail was incorporated at front porch
9. An alternative front door was provided

Staff has no issues with the design at this time. The Board may wish to incorporate the window design from the alternative colors and materials board that will be presented at the meeting. Further details can be addressed through the motion and the development of the construction drawings and details.

RECOMMENDATION:

Staff recommends that the Development Plan Review Board approve DPRB Case No. 19-0009.

EXHIBITS:

Exhibit A - Plans
Exhibit B - March 14, 2019 DPRB Report and Minutes
### Door Schedule

<table>
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<tr>
<th>Door Schedule</th>
<th>Model</th>
<th>Finish</th>
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### Typical Doors & Windows Notes
- All doors to be 36" except for bedrooms 3&4 for accessibility clearance because of space restriction.

### Glazing
- Light & ventilation areas need a fixed, operable, and sliding glazing system.
- All windows to be double glazed unless otherwise specified.
- All glazing to have non-metal frames to mix calculations.

### Window Schedule

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### Abbreviations
- A1: Barn Door
- A2: Pocket Doors
- A3: Window Panel Doors
- B: Sliding Door
- C: Flood Door
- D: Hinged Door
- E: Fixed Panel Doors
- F: Sliding Door
- G: Clear Glass

### Door Type Frame
- Interior Door
- Exterior Door
- Sliding Door
- Hinged Door

### Window Type
- Single Panel
- Double Panel
- Fixed Panel
DATE:            March 14, 2019

TO:              Development Plan Review Board

FROM:            Jennifer Williams, Associate Planner

SUBJECT:         DPRB Case No. 19-0009
                 Related Applications: PROJ-19-0016 and VAR-19-0001
                 New 806 square-foot single-story, single-family residence and 250
                 square-foot detached garage at 123 N. Monte Vista Avenue
                 (Former Taylor House Site) in the Single-Family Downtown
                 Residential (SF-DR) Zone (APN 8387-014-902)

FACTS:

At its meeting on May 25, 2017, the Development Plan Review Board provided
feedback on 3 conceptual design options for a new residence to be constructed at 123
N. Monte Vista Avenue (known as the Taylor House site). The former residence had
been constructed in 1908 and was on the City of San Dimas Historic List as a
Contributing Structure. The structure was in poor condition and had not been inhabited
for many years.

The City Council reviewed the item and the Board's feedback at its meeting on June 27,
2017 and directed Staff to proceed with the demolition of the structures and preparation
of construction plans for a new home, anticipated to be utilized as a for-rent affordable
housing unit.

CEQA analysis was completed in November 2017 with the certification of a Negative
Declaration of Environmental Impact. The demolition was completed in November 2018
and the City retained Onyx Architects in December 2019 to prepare final architectural
and construction drawings for the new home. Onyx developed the plans before the
Board today based on the feedback previously provided by the Board and City Council
on the conceptual plans from Hartman Baldwin in 2017.
SUBJECT SITE:

PHOTOS OF PRIOR RESIDENCE:
ANALYSIS:

Prior Direction by DPRB and City Council

The DPRB and City Council previously indicated that the new improvements should:

1. Be of a single-story design; two-story design not appropriate
2. Be modestly sized to be in character with the prior structure, neighborhood, and small lot size. A 2-bedroom, 1 bathroom, roughly 800-900 square foot house with a small wrap around front porch and a one-car detached garage would be fitting
3. Incorporate architectural and roof design that is simple but well executed
4. Strive to meet the development standards with the understanding that variances will be required and actually are unavoidable due to the lot size if development is to occur. It was previously noted that:
   a. Typical lots in downtown are 50' wide by 140' deep for a total of 7,000 square feet in area. At 35' wide by 100' deep, the subject lot size is only 3,500 square feet in area making it half the size of typical lots in downtown
   b. Prior development on the lot was noncompliant with zoning code requirements including setbacks and parking

Current Plans

The current plans execute the prior direction of the DPRB and City Council. The proposed residence is:
1. Single-story
2. 806 square feet in size with 2 bedrooms and 1 bathroom and a 143 square foot wrap-around front porch

Exhibit B
3. Provides for a 250 square-foot detached one-car garage
4. Craftsman in design
   a. Simple gable roof design with composition shingle roof and 18" eave overhangs
   b. Bead board and decorative trim under gable ends
   c. Exposed rafter tails
   d. Hardie-plank siding
   e. Double hung 3 over 1 windows
5. Setbacks:
   a. House
      i. Front: 9’ shown on plans, can be set back to 15’ if preferred by the Board
      ii. Sides: 5’-1.5” on street side, 2’-5.5” on interior side
      iii. Rear: Over 50’ from rear
   b. Garage
      i. Sides: 10’-2” on street side, 4’ on interior side
      ii. Rear: 3’-9"
6. 34.3% lot coverage

Variances will be required to deviate from the development standards due to the nonconforming lot size, setbacks, and the provision of a 1 car garage in lieu of the required 2 car garage.

RECOMMENDATION:

Staff recommends that the Development Plan Review Board select a preferred color scheme (Options 1 and 2 presented) and recommend approval of DPRB Case No. 19-0009 to the Planning Commission.

EXHIBITS:

Exhibit A - Plans
Exhibit B - May 25, 2017 DPRB Report
Exhibit C - May 25, 2017 DPRB Minutes
Exhibit D - June 27, 2017 City Council Minutes
DEVELOPMENT PLAN REVIEW BOARD
MINUTES
MARCH 14, 2019 at 8:30 A.M.
245 EAST BONITA AVENUE
CITY COUNCIL CONFERENCE ROOM, CITY HALL

PRESENT

Emmett Badar, City Council
David Bratt, Planning Commission
Blaine Michaels, City Manager
Steven Barragan, Associate Engineer
John Sorcinelli, Public Member at Large
Larry Stevens, Assistant City Manager

STAFF

Eric Beilstein, Building Superintendent
Anne Nguyen, Associate Planner
Jennifer Williams, Associate Planner
Fabiola Wong, Planning Manager

ABSENT

Scott Dilley, chamber of Commerce

CALL TO ORDER

Dave Bratt called the regular meeting of the Development Plan Review Board to order at 8:40 a.m. so as to conduct regular business in the City Council Conference Room.

APPROVAL OF MINUTES

Blaine Michaels moved, seconded by Larry Stevens to approve the January 24, 2019 minutes.

Larry Stevens moved, seconded by Blaine Michaels to approve the February 14, 2019 minutes.

Larry Stevens moved, seconded by Blaine Michaels to approve the February 28, 2019 minutes.

Exhibit B
DPRB Case No. 19-0007


Associate Planner Jennifer Williams presented the staff report with the recommendation of approval of the guidelines to the Planning Commission and City Council.

Mr. Stevens stated Edison is currently changing out wood poles due to structural analysis. Asked if Staff normally reviews Edison’s structural calculations.

Associate Engineer Steven Barragan stated Edison is regulated by the CPUC.

Mr. Stevens asked when Edison replaces a pole, do they get a permit from the City.

Associate Engineer Barragan stated yes, they do obtain a permit from the City.

Mr. Stevens asked if Edison had recently replaced any cross arms.

Associate Engineer Barragan stated he could not recall any.

Mr. Stevens stated maybe Staff should add verbiage stating no new cross arms. He adds if Staff is not allowing Edison to replace cross arms, then Staff can reasonably prohibit the small cells from adding cross arms. It’s a major aesthetic consideration.

Associate Planner Williams finishes her presentation.

Mr. Stevens stated maybe Staff should make this an ordinance. Staff can have a section that states the City may charge the max allowable under the allowable fees.

Building Superintendent Eric Beilstein states there is a possibility that we tie it to LA County permit structure. Building adopted LA Counties fee structure and does not need to adopt fees ever again.

Associate Planner Williams stated Staff needs to get the guidelines wrapped up so they may be presented to contractors soon. She presented the locational and type orders of preference.

Mr. Stevens stated he would prefer the applicants apply for service in the highest concentrated areas they wish to serve.

Associate Planner Williams added near San Dimas Ave., an applicant inquired about putting equipment on a pole in an interior cul de sac. If the applicant/provider can meet the standards, then the main street would be a preference.
Mr. Stevens stated Staff should include preferences in the guidelines.

Associate Planner Williams stated she can add preferences to the guidelines.

Mr. Sorcinelli asked who will be viewing this document.

Associate Planner Williams stated the photo documents of what is acceptable will be for Staff's and the Board's use.

Mr. Stevens stated the text will need to note that improvements are not allowed on city owned nostalgic or Copenhagen designs. He then asked about adding the improvements to the parks.

Associate Planner Williams stated the guidelines only apply to public right of way.

Motion DPRB Case No. 19-0007: Larry Stevens moved, second by Emmett Badar to proceed and take the Design Guidelines to Planning Commission. Also, a paragraph needs to be added that allows Staff to change verbiage at a later date if needed.

Motion carried: 6-0-1 (Dilley absent)

DPRB Case No. 19-0009

New 806 square-foot single-story, single-family residence and 250 square-foot detached garage at 123 N. Monte Vista Avenue (Former Taylor House Site) in the single-Family Downtown Residential (SF-DR) Zone (APN: 8387-014-902)

Doug Joyce, Onyx Architects was present

Associate Planner Williams presented the staff report with the recommendation of approval of DPRB Case No. 19-0009 to the Planning Commission.

Mr. Michaelis asked what the setback is on Monte Vista.

Associate Planner Williams stated some homes have a setback of mere inches where the home next door is set back six feet. The code requires 20 feet but the lots are so small. For this project Staff opted to go with eight feet.

Mr. Sorcinelli asked what the setback is for the fence along the First Street side of the home.

Associate Planner Williams stated the side fence will be set back 10 ft. 2”, keeping it in line with the garage.
Mr. Sorcinelli asked if the porch can be brought forward to make a slightly bigger backyard. He also asked who will maintain the front and side yards of this property.

Mr. Stevens stated the City will maintain this property; it will be kept as an affordable rental. He adds if the fence is moved toward the sidewalk, it may cause a line of sight issue. The Board can do away with the fence if they would like. If the fence is to stay, does the Board have a preference of material.

Associate Planner Williams stated Staff would like to see a split face block but is open to the discussion of changing materials.

Building Superintendent Beilstein asked if this project will go to City Council.

Mr. Stevens stated the bid for the project will go to City Council but the project design will not. Staff may take the project to City Council just so they may see the City project.

Mr. Sorcinelli stated he would like to see a horizontal wood fence.

Associate Planner Williams stated the Facilities Department has discouraged the use of wood as a fencing material.

Mr. Stevens proposed the side fencing material be discussed at a later date. As of now, he is OK moving the fence out 5-6 feet. Along the southern property line wall, he would like to keep the split face block wall.

Building Superintendent Beilstein stated if one were to look at the neighborhood they would notice the street side yard of this house. A wood fence would be a nice soft back drop for that.

Mr. Sorcinelli stated the fence should have a small jog and not be up against the house.

Building Superintendent Beilstein stated 10 feet is plenty of yard for a modest house such as this.

Mr. Stevens stated he would like the fence to jog out a bit and be a wood fence. He likes the idea of a softer material along First Street.

Mr. Bratt asked if it would be appropriate to move the whole house north 15 inches to give a bigger side yard with a buffer to the property line.

Building Superintendent Beilstein stated moving the house to the north would be appropriate.
Mr. Stevens stated he would like to widen the garage about 14 inches to give more room for access and storage.

Mr. Sorcinelli asked if the driveway would be two concrete strips.

Doug Joyce, Onyx Architects stated parking strips would be a maintenance issue; he suggests a driveway.

Building Superintendent Beilstein stated the key thing to remember about this property is that it is City owned. Staff needs to demonstrate the use of the Town Core guidelines. It would be more fitting to the project to do parking strips.

Mr. Stevens stated Staff can look at the layout when the landscaping comes back for review.

Mr. Sorcinelli asked about the Staff’s thoughts on accessibility.

Building Superintendent Beilstein stated he does not feel the house needs to be redesigned. He believes the best way to handle this home is to make it adaptable. He suggests a three-foot wide door and bars in the bathroom.

Doug Joyce, Onyx Architects stated to make the house accessible he would like to add some square footage to the back of the home.

Associate Planner Williams stated if square footage is to be added, it needs to be done before Planning Commission. She added the lot coverage is currently at 33%, adding 5% would give the structure an extra 150 sq. ft.

Mr. Stevens added a small increase to the square footage acceptable. He asked if the house will be on slab or a raised foundation.

Doug Joyce, Onyx Architects stated the house will be a slab foundation.

Building Superintendent Beilstein stated it would be appropriate to do a slab on grade but give the appearance of a raised foundation from the outside.

Mr. Sorcinelli asked if the columns on the front porch could be made thicker.

Doug Joyce, Onyx Architects stated he would like to do a 6x6 column.

Mr. Stevens asked the Board which color scheme they would like to approve.

Mr. Sorcinelli stated he would prefer the color scheme with the red door.

Associate Engineer Barragan asked if there had been any discussion in regards to off-site improvements.
Associate Planner Williams stated street trees may need to be added. Street improvements can be added when Staff asks for Conditions of Approval.

Mr. Michaelis stated whatever is traditionally done for a new home, needs to be done for this property as well.

Motion DPRB Case No. 19-0009: Larry Stevens moved, second by John Sorcinelli to move forward and take the Variance to Planning Commission.

Motion carried: 5-0-1-1 (Dilley absent, Bratt abstain)

ADJOURNMENT

There being no further business the meeting was adjourned at 10:21 a.m. to the meeting of March 28, 2019 at 8:30 a.m.

David Bratt, Chairman
San Dimas Development Plan Review Board

ATTEST:

Development Plan Review Board
Departmental Assistant

Approved: 05/23/19