

# CITY OF SAN MARINO

## DESIGN REVIEW COMMITTEE AGENDA

*Howard Brody, Chair*  
*Kevin Cheng, Vice-Chair*  
*Judy Johnson-Brody*  
*Chris Huang*  
*Joyce Gatsoulis Batnij*  
*Lon Wahlberg, Alternate*



[www.cityofsanmarino.org](http://www.cityofsanmarino.org)  
(626) 300-0711 Phone  
City Hall  
Council Chambers  
2200 Huntington Drive  
San Marino, CA 91108

---

**WEDNESDAY, SEPTEMBER 5, 2018**  
**7:00 P.M.**  
**CITY HALL COUNCIL CHAMBERS**  
**2200 HUNTINGTON DRIVE, SAN MARINO, CA**

The City of San Marino appreciates your attendance. Citizens' interest provides the Design Review Committee with valuable information regarding issues of the community.

Regular Meetings are held on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of every month.

In compliance with the Americans with Disabilities Act, any person with a disability who requires a modification or accommodation in order to participate in a meeting should contact the City Clerk's Office at (626) 300-0705 at least 48 hours prior to the meeting.

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Chair Howard Brody, Vice-Chair Kevin Cheng, Committee Member Judy Johnson-Brody, Committee Member Chris Huang, Committee Member Joyce Gatsoulis Batnij, and Committee Member Lon Wahlberg

### **POSTING OF AGENDA**

The agenda is posted 72 hours prior to each meeting at the following locations: City Hall, 2200 Huntington Drive, the Crowell Public Library, 1890 Huntington Drive, and the Recreation Department, 1560 Pasqualito Drive. The agenda is also posted on the City's Website: <http://www.cityofsanmarino.org>

**PUBLIC COMMENTS**

Section 54954.3 of the Brown Act provides an opportunity for members of the public to address the Design Review Committee on any item of interest to the public, before or during the Design Review Committee's consideration of the item, that is within the subject matter jurisdiction of the Design Review Committee.

**PUBLIC HEARINGS****1. DESIGN REVIEW COMMITTEE CASE NO. DRC18-38  
730 CHESTER AVE., (SUN/GENNARO)**

The applicant proposes to construct front yard pilasters and walls.  
(Required Action Date: N/A, application deemed incomplete)

**2. MODIFICATION TO DESIGN REVIEW COMMITTEE CASE NO. DRC16-107  
1867 WINDSOR RD., (JC NEW HOME LLC/HASLOCK)**

The applicant proposes to modify previously approved windows and doors and to install a material and manufacturer not found on the City's Pre-Approved Window Material List.  
(Required Action Date: 10-19-18)

**3. MODIFICATION TO DESIGN REVIEW COMMITTEE CASE NO. DRC17-17  
2258 S. OAK KNOLL AVE., (HAN/HASLOCK)**

The applicant proposes to modify previously approved windows and doors and to install a material and manufacturer not found on the City's Pre-Approved Window Material List.  
(Required Action Date: 10-19-18)

**OTHER MATTERS****4. REQUEST FOR PROJECT APPROVAL EXTENSION  
1250 LORAIN RD., (NORBERG)****5. DISCUSSION OF MARVIN INTEGRITY FIBREX WINDOW MATERIAL FOR THE PRE-APPROVED WINDOW MATERIAL LIST.****6. APPROVAL OF MEETING MINUTES FOR AUGUST 1, 2018.****OPEN FORUM**

This is an opportunity for **future** applicants to informally present preliminary design concepts for feedback from members of the DRC. Comments received are based on members not having visited the site and neighborhood. Therefore, positive comments should not be perceived as preliminary approval of a project but rather as a tool in facilitating a project through the Design Review process.

No more than two DRC members may participate in Open Forum discussions. Applications that have been heard by the DRC may not be discussed during Open Forum.

### **PUBLIC WRITINGS DISTRIBUTED**

All public writings distributed by the City of San Marino to at least a majority of the Design Review Committee regarding any item on this agenda will be made available at the Public Counter at City Hall located at 2200 Huntington Drive, San Marino, California.

### **ADJOURNMENT**

The San Marino Design Review Committee will adjourn to the next meeting to be held on Wednesday, September 19, 2018 at 7:00 p.m. in the City Hall Council Chamber, 2200 Huntington Drive, San Marino, California.

### **APPEALS**

There is a fifteen day appeal period for all applications. All appeals should be filed with the Planning and Building Department. Please contact the Planning and Building Department for further information.

# City of San Marino AGENDA REPORT



*Howard Brody, Chair*

*Kevin Cheng, Vice-Chair*

*Judy Johnson-Brody*

*Chris Huang*

*Joyce Gatsoulis Batnij*

*Lon Wahlberg, Alternate*

TO: CHAIRMAN AND MEMBERS OF THE  
DESIGN REVIEW COMMITTEE

BY: CHRISTINE SONG, ASSISTANT PLANNER

DATE: SEPTEMBER 5, 2018

SUBJECT: **DESIGN REVIEW CASE NO. DRC18-38**  
**730 CHESTER AVE., (SUN/GENNARO)**

---

## **PROJECT DESCRIPTION**

The applicant proposes to construct front yard pilasters and walls.

## **ENVIRONMENTAL DETERMINATION**

The project is Categorically Exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15303(e) because the project involves an accessory structure.

## **PROJECT HISTORY**

September 5, 2018 – First hearing before the DRC  
October 1, 2018 – Required action date

## **NEIGHBOR APPROVAL/OBJECTION LETTERS**

Approve - 5  
Object - 0  
No response - 7

## **DESIGN REVIEW FINDINGS**

San Marino City Code Section 23.13.04G identifies separate design review findings relating to the approval of fence, gates, walls and pilasters. It also states that the Design Review Committee may reduce the maximum permitted height, increase the minimum required setback and decrease the maximum permitted opacity of any fence, gate, pilaster, yard wall or retaining wall located in the *front* yard.

The Design Review Committee may not reduce the maximum permitted height, increase the minimum required setback or decrease the maximum permitted opacity of any fence, gate, yard wall or retaining wall located in a *side* yard adjacent to a street; except, that the Design Review Committee or Commission can increase the minimum setback for a gate providing access to a driveway in order to protect pedestrian or vehicular traffic.

The DRC shall approve the application for the new pilasters and wall in the front yard if it finds all of the following to be true:

- 1. That the proposed fence, gate, pilaster, yard wall or retaining wall is architecturally compatible with the existing residence.**

Staff can make this finding:  YES  NO  NOT APPLICABLE

*Comments:* The applicant has not provided detailed elevation drawings for the proposed pilasters and wall in the front yard. Therefore, staff deems this application incomplete and is unable to complete the review required to make this finding.

- 2. That the proposed fence, gate, pilaster, yard wall or retaining wall is consistent with the size and location of fences, gates, pilasters, yard walls and retaining walls on the block on which the property is located.**

Staff can make this finding:  YES  NO  NOT APPLICABLE

The Municipal Code defines Block as the property abutting on one side of a street and lying between the two (2) nearest intersecting or intercepting streets or between the termination of such street and the nearest intersecting or intercepting street.

*Comments:* For the purpose of analyzing compatibility with existing residences, staff observed houses adjacent to the subject property and others located along the same side of Chester Avenue, in between Lombardy Road and Chaucer Road. Based on the minimal description provided on the site plan, staff finds that the overall five foot height and location of the proposed front yard pilasters and wall would be consistent with the size and location of other pilasters and walls on the subject block. However, staff would need additional dimension details on the proposed pilasters and wall to properly make this finding.

- 3. That the proposed fence, gate, pilaster, yard wall or retaining wall preserves site lines and is otherwise located in a manner not to create a hazard to pedestrian or vehicular traffic.**

Staff can make this finding:  YES  NO  NOT APPLICABLE

*Comments:* The proposed pilasters and wall in the front yard appears to maintain a setback of 2 feet from the front property line, but the property line should be clearly labeled on the site plan to confirm the setback distance.



**Neighbor Letters Summary**  
✓ Approve  
x Object  
○ No Response

# City of San Marino AGENDA REPORT



TO: CHAIRMAN AND MEMBERS OF THE  
DESIGN REVIEW COMMITTEE

FROM: EVA CHOI, ASSOCIATE PLANNER

DATE: SEPTEMBER 5, 2018

SUBJECT: **MODIFICATION TO DESIGN REVIEW CASE NO.  
DRC16-107  
1867 WINDSOR RD., (JC NEW HOME LLC/HASLOCK)**

*Howard Brody, Chair*  
*Kevin Cheng, Vice-Chair*  
*Judy Johnson-Brody*  
*Chris Huang*  
*Joyce Gatsoulis Batnij*  
*Lon Wahlberg, Alternate*

---

## **PROJECT DESCRIPTION**

The applicant proposes to modify the windows and doors material on a previously approved new home project.

On July 5, 2017, the Design Review Committee approved a new two-story residence and a detached garage at this property. The project was approved with Sierra Pacific aluminum clad windows and doors in Forest Green color, which is a product on the City's Pre-Approved Window Material List. The applicant is now requesting to use Andersen E-Series windows and doors, the material and color would be the same aluminum clad material and Forest Green color, however the manufacturer and the E-Series product line are not on the City's Pre-Approved Window Material List.

The DRC approved the use of the Andersen E-Series windows and doors at the following locations within the City.

1. 1155 Avondale Rd.
2. 285 S. Oak Knoll Ave.
3. 810 Sussex Rd.
4. 1713 Virginia Rd.

## **ENVIRONMENTAL DETERMINATION**

The project is exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301, Class 1 because the request window and door materials change is negligible and involves no expansion of the approved residential use.

## **PROJECT HISTORY**

September 5, 2018 – First hearing before the DRC  
October 19, 2018 – Required action date

## **NEIGHBOR APPROVAL/OBJECTION LETTERS**

Approve – 3

Object – 0

No response – 11

### **DESIGN REVIEW FINDINGS – NEW RESIDENCE**

Section 23.15.08 of the San Marino City Code states that the DRC shall approve the application if it finds all of the following to be true:

**1. That the proposed structure is compatible with the neighborhood.**

Staff can make this finding:  YES  NO  NOT APPLICABLE

*Comments:* The proposed windows and doors will maintain the same grid pattern and style as previously approved. This will maintain the compatibility of the new home with the neighborhood.

**2. That the proposed structure is designed and will be developed in a manner which balances the reasonable expectation of privacy of persons residing on contiguous properties with the reasonable expectations of the applicants to develop their property within the restrictions of this Code.**

Staff can make this finding:  YES  NO  NOT APPLICABLE

**3. In the case of a building addition, the proposal is compatible with the existing building which includes the rooflines.**

Staff can make this finding:  YES  NO  NOT APPLICABLE

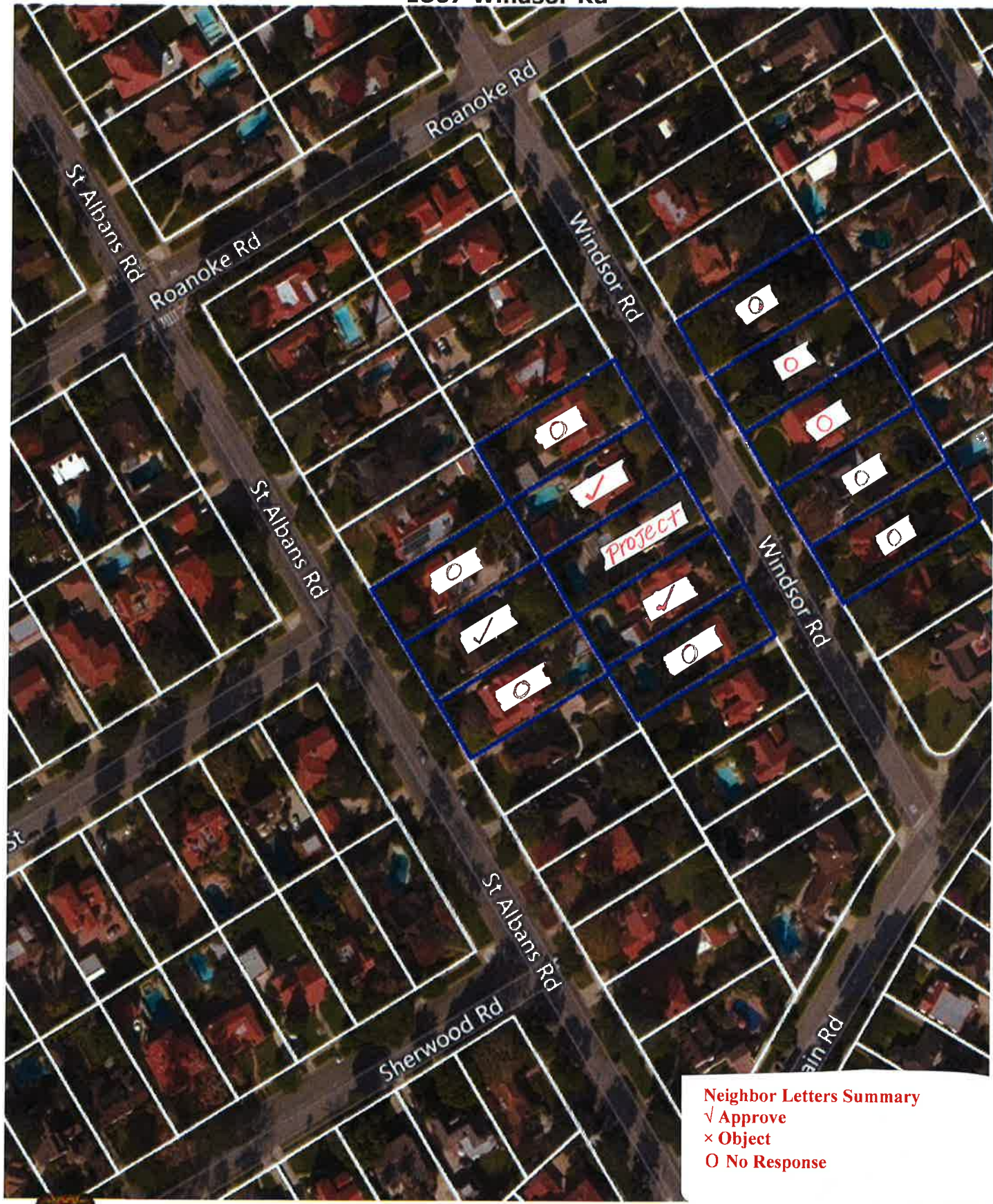
**4. That the colors and materials are consistent and match the existing building or structure.**

Staff can make this finding:  YES  NO  NOT APPLICABLE

*Comments:* The windows and doors will match in size, style, grid pattern, and exterior color as previously approved windows and doors. Since this is a new home project, all of the windows and doors will be consistent throughout the structures.



### 1867 Windsor Rd



# City of San Marino AGENDA REPORT



TO: CHAIRMAN AND MEMBERS OF THE  
DESIGN REVIEW COMMITTEE

FROM: EVA CHOI, ASSOCIATE PLANNER

DATE: SEPTEMBER 5, 2018

SUBJECT: **MODIFICATION TO DESIGN REVIEW CASE NO.**  
**DRC17-17**  
**2258 S. OAK KNOLL AVE., (HAN/HASLOCK)**

*Howard Brody, Chair*  
*Kevin Cheng, Vice-Chair*  
*Judy Johnson-Brody*  
*Chris Huang*  
*Joyce Gatsoulis Batnij*  
*Lon Wahlberg, Alternate*

---

This project was noticed by error. This modification request will be forwarded to the Planning Commission as it was the body that approved the new home project.

# City of San Marino AGENDA REPORT



*Howard Brody, Chair*

*Kevin Cheng, Vice-Chair*

*Judy Johnson-Brody*

*Chris Huang*

*Joyce Gatsoulis Batnij*

*Lon Wahlberg, Alternate*

TO: CHAIRMAN AND MEMBERS OF THE  
DESIGN REVIEW COMMITTEE

BY: CHRISTINE SONG, ASSISTANT PLANNER

DATE: SEPTEMBER 5, 2018

SUBJECT: **PROJECT EXTENSION REQUEST**  
**DESIGN REVIEW CASE NO. DRC17-33**  
**1250 LORAIN RD., (NORBERG)**

---

## **PROJECT DESCRIPTION**

On September 20, 2017, the DRC approved a request to construct a new rear yard fence and a new retaining wall at the property known as 1250 Lorain Road. Pursuant to City Code Section 23.15.08(C), the DRC approval is valid for one year and building permit must be obtained within one year of the approval date. The DRC may grant an approval extension for up to one year from the original approval date.

The project has experienced delays due to issues with the contractor on the project. Should the DRC decide to grant the project extension approval, the new approval expiration date would be September 5, 2019.

## Christine Song

---

**From:** Don Norberg <danorber@pacbell.net>  
**Sent:** Tuesday, August 28, 2018 11:11 AM  
**To:** Christine Song  
**Subject:** 1250 Lorain Road

**RE: DESIGN REVIEW CASE NO. DRC17-33  
1250 LORAIN ROAD, (NORBERG)**

Dear Christine:

This project was approved on September 20, 2017. Due to issues with a contractor, we wish to extend this approval for another year.

At the desk this morning, I was told that with a letter or e-mail to you we could be placed on the Agenda prior to September 20 to request this extension.

We would like to be placed on the Agenda for September 5 if possible. I was also told no additional fees applied.

Please acknowledge receipt.

Thank you for your consideration.

Donald A. Norberg

# City of San Marino AGENDA REPORT



TO: CHAIRMAN AND MEMBERS OF THE  
DESIGN REVIEW COMMITTEE

FROM: EVA CHOI, ASSOCIATE PLANNER

DATE: SEPTEMBER 5, 2018

SUBJECT: **DISCUSSION OF MARVIN INTEGRITY WOOD-ULTREX  
WINDOWS FOR THE PRE-APPROVED WINDOW  
MATERIAL LIST**

*Howard Brody, Chair*

*Kevin Cheng, Vice-Chair*

*Judy Johnson-Brody*

*Chris Huang*

*Joyce Gatsoulis Batnij*

*Lon Wahlberg, Alternate*

---

## **PROJECT DESCRIPTION**

The applicant requests that the DRC consider the Marvin Integrity Wood-Ultrex window for the City's Pre-Approved Window Material List. The product representative will be at the September 5<sup>th</sup> meeting to provide a presentation and answer questions about the product. Samples of the window product and exterior paint colors are available for viewing at the Planning and Building Department in City Hall. Product information on the Marvin Integrity Wood-Ultrex window can be found at <https://www.dropbox.com/s/gwbh2jkybild832/Integrity%20by%20Marvin%20Wood-Ultrex%20Window%20Lit.pdf?dl=0>

The product representative provided the following addresses for viewing the installed product:

1. 1282 Linda Vista Ave., Pasadena
2. 1288 Linda Vista Ave., Pasadena
3. Venice Beach Waldorf Hotel at 5 Westminster Ave., Venice

## PRE-APPROVED WINDOW MATERIAL LIST

MATERIAL	MANUFACTURER	PRODUCT NAME	FINISH OPTION
Aluminum Clad Wood	Jeld-Wen	Siteline	Factory finished. "Brilliant White" color is not allowed. May not be field painted.
	Kolbe	Ultra Series	Factory finished. May not be field painted.
	Lincoln	Aluminum Clad	Factory finished. May not be field painted.
	Hurd	H3	Factory finished. May not be field painted.
	Marvin	Ultimate or Ultimate Replacement or Insert	Factory finished. May not be field painted.
	Pella	Architect or Pro-Line Series with Aluminum EnduraClad Exterior	Factory finished. May not be field painted.
	Sequel	Aluminum Clad	Factory finished. May not be field painted.
	Sierra Pacific	Aluminum Clad	Factory finished. May not be field painted.
	Southland	Aluminum Clad	Factory finished. May not be field painted.
Fibrex	Renewal by Andersen	Series 1	Factory finished. May be field painted but painting can affect the warranty of the window. Refer to the manufacturer's warranty for details.
Natural Wood	Various	Wood windows only (inside and out)	Depends on manufacturer. May be factory or field finished.
Steel	Torrance Steel	Steel windows only	May be factory or field finished. See manufacturer for options.

**Note:** Final approval shall be made by the Planning and Building Director. If in doubt, the Director shall refer the matter to the Design Review Committee. These materials are pre-approved for issuance of a building permit. Using a window material that is not on this list is permitted only if approval is first obtained from the Design Review Committee. The above listed materials are not to be construed as the most durable product available on the market. These materials are considered by most in the industry to be of excellent quality and durability, but the visual and aesthetic features of the materials are the primary factors when including the materials on the pre-approved list. **The City strives to provide the most accurate information available; however, please contact the manufacturer to verify information and for further product research prior to purchasing windows.**

**REGULAR MEETING  
OF THE SAN MARINO DESIGN REVIEW COMMITTEE  
AUGUST 1, 2018 - 7:00 P.M.**

**CALL TO ORDER** Chairman Brody called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PRESENT:** Chairman Howard Brody, Vice-Chair Kevin Cheng, Committee Member Judy Johnson Brody, Committee Member Chris Huang, and Alternate Committee Member Lon Wahlberg.

**ABSENT:** Committee Member Joyce Gatsoulis Batnij

**APPEAL PROCEDURE**

Chairman Brody gave an explanation of the Design Review Committee procedures and explanation of the fifteen-day appeal procedure to the members of the audience.

**PUBLIC COMMENTS**

There were no public comments.

**PUBLIC HEARINGS**

**1. DESIGN REVIEW COMMITTEE CASE NO. DRC18-06  
1270 MESA RD., (GU/SUEN)**

Assistant Planner Song presented the project and stated that the project was revised to address the Committee's previous comments at the June 20, 2018 meeting.

The project designer provided a short overview of the project.

There were no public comments.

It was the consensus of the Committee that the project was compatible with the existing residence and the legal neighborhood.

Committee Member Johnson-Brody moved to approve the hearing. Second by Vice-Chair Cheng. AYES: Committee Member Johnson-Brody, Committee Member Huang, Vice-Chair Cheng, Chair Brody. NOES: Alternate Committee Member Lon Wahlberg.

**2. DESIGN REVIEW COMMITTEE CASE NO. DRC17-100  
605 CHAUCER RD., (HUANG/HAN)**

Assistant Planner Song presented the project and stated staff was able to make the required findings.

Freeman Han, the project architect, provided a short overview of the project.

The following people spoke about the project:

Lucia Marino, 2271 E. California Blvd., provided comment on the design of the project.

It was the consensus of the Committee that the project was compatible with the existing structure and the neighborhood.

Chair Brody moved to approve the project with the following condition:

1. Existing wax leaf privets shall be retained along the side yard.

Second by Committee Member Huang. AYES: Committee Member Johnson-Brody, Committee Member Huang, Vice-Chair Cheng, Chair Brody, Alternate Committee Member Lon Wahlberg. NOES: None.

**3. DESIGN REVIEW COMMITTEE CASE NO. DRC18-34  
1240 GARFIELD AVE., (HE/ TSAI)**

Assistant Planner Song presented the project and stated that staff was not able to make the required findings for the proposed window modifications.

The property owner's representative provided a brief overview of the project.

There were no public comments.

It was the consensus of the Committee that the proposed window styles and operations were not compatible with the existing structure.

Committee Member Huang moved to deny the project. Second by Committee Member Johnson-Brody. AYES: Chair Brody, Committee Member Huang, Committee Member Johnson-Brody, Alternate Committee Member Wahlberg. NOES: Vice-Chair Cheng.

**OTHER MATTERS**

**4. APPROVAL OF MEETING MINUTES FOR JUNE 20, 2018 AND JULY 5, 2018.**

Vice Chair Cheng moved to approve the minutes as submitted. Second by Committee Member Huang. AYES: Chair Brody, Vice-Chair Cheng, Committee Member Huang, Committee Member Johnson-Brody, Alternate Committee Member Wahlberg. NOES: None.

**ADJOURNMENT**

With no further items to consider, the DRC adjourned to the next regular Design Review Committee meeting on Wednesday, August 15, 2018 at 7:00 p.m. in the City Hall Council Chambers, 2200 Huntington Drive, San Marino, CA 91108.



---

CHRISTINE SONG,  
ASSISTANT PLANNER

DRAFT