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 1st and 3rd 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.

PURSUANT TO EXECUTIVE ORDERS N-33-20 AND N-29-20

In accordance with the Governor’s Executive Orders N-33-20 and N-29-20, and given the health risk associated with COVID-19, this public hearing will be conducted via teleconference/virtual meeting, without a physical location from which members of the public may attend. Members of the public may access the meeting electronically via the zoom.us teleconference module (Computer for Video Streaming) and web-streamed live at https://us02web.zoom.us/j/81386827875 Meeting ID: 813 8682 7875

Members of the public may participate in the public hearing by submitting written comments to Eva Choi, Associate Planner, at echoi@cityofsanmarino.org and Marlon Cervantes, Assistant Planner, at mcervantes@cityofsanmarino.org. Comments received prior to 4:00 p.m. on the date of the meeting will be forwarded to the Design Review Committee and included in the public record. Comments submitted during the meeting and received prior to the close of the public hearing will be read out loud for a maximum of 3 minutes during the hearing period. Please be sure to include your name and the agenda item you are addressing.

FOR FURTHER INFORMATION, please contact the Planning and Building Division at (626) 300-0700. A copy of the staff reports under review at this Design Review Committee meeting will be available for public review by the end of the day on June 12, 2020 on the City’s website at: www.cityofsanmarino.org
CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL: Chair Kevin Cheng, Vice-Chair Joyce Gatsoulis-Batnij, Committee Member Howard Brody, Committee Member Christa Lakon, Committee Member Peter Wong, and Alternate Committee Member Rick Chou

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 CASE NO. DRC19-85
   1455 BELLWOOD RD., (WU)
   This item was continued from the May 20, 2020 meeting. The applicant proposes to construct a one-story addition to an existing single story residence.
   (Required Action Date: 8-20-2020)

2. DESIGN REVIEW CASE NO. DRC20-14
   762 CANTERBURY RD., (LEE)
   The applicant proposes to install a front-yard fence, gate and exterior modifications to an existing two-story residence.
   (Required Action Date: 8-2-2020)

3. DESIGN REVIEW CASE NO. DRC19-94
   1722 HILLIARD DR., (TANG/SAWASY)
   The applicant proposes to construct a single-story addition and make exterior modifications to an existing single-story home.
   (Required Action Date: 9-11-2020)

4. DESIGN REVIEW CASE NO. DRC19-84
   1335 BLACKSTONE RD., (YEH/LI)
   The applicant proposes to construct a first story addition, a new front porch and to make exterior modifications to an existing single-story home.
   (Required Action Date: 6-22-2020)

5. DESIGN REVIEW CASE NO. DRC20-18
   2210 ADAIR ST., (BARTOS)
   The applicant proposes to modify an existing street-facing block wall for the purpose of installing a gate at a corner property.
   (Required Action Date: 7-5-2020)
6. **DESIGN REVIEW CASE NO. DRC20-26**  
1745 SHARON PL., (SUIMANJAYA)  
The applicant proposes to install a roofing material not found on the City’s Pre-Approved Roof Materials Colors and Application List.  
*(Required Action Date: 7-31-2020)*

7. **DESIGN REVIEW CASE NO. DRC20-25**  
1355 BRADBURY RD., (PASCARELLA)  
The applicant proposes to install a roofing material not found on the City’s Pre-Approved Roof Materials Colors and Application List.  
*(Required Action Date: 7-31-2020)*

**OTHER MATTERS**

**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 regular meeting to be held on Wednesday, July 1, 2020 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.
PROJECT DESCRIPTION

The applicant proposes to construct a one-story addition to an existing single-story residence. The project also provides a new two-car garage located near the northwest corner of the property, the new garage is less than six-hundred square feet in total lot coverage thus not subject to design review pursuant to City Codes Section 23.15.03(C).

TREE PRESERVATION

Tree No. 6 is within the footprint of the new addition and will be removed upon approval through the tree removal permit process. The arborist report stated that Tree Nos. 3, 4, and 5 are noted as being in below average health and condition. In addition to the recommended tree protection measures provided on pages 3 and 4 of the arborist report; staff also recommends that an observation report on Tree Nos. 3, 4, and 5 be submitted to the City at the conclusion of the construction project (at final zoning inspection) to ensure that these trees are not damaged or their conditions do not decline further as a result of the project.

ENVIRONMENTAL DETERMINATION

The project is Categorically Exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301(e)(1) – Existing Facilities.

PROJECT HISTORY

May 20, 2020 – First hearing before the DRC.
In response to the Committee’s concerns on adequately conducting the neighbor notification process and to address potential questions from the immediate south neighbor (Mr. Guoping Shen), the property owner submitted certificate of mailings and a letter to the DRC explaining his efforts in reaching out to the neighbors since the May 20th hearing.
June 17, 2020 – First hearing before the DRC.
August 20, 2020 – Required action date

NEIGHBOR APPROVAL/OBJECTION LETTERS (as of the May 20, 2020 hearing)

Approve – 6
Object – 0
No response – 8

DESIGN REVIEW FINDINGS

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 addition will minimally alter the front façade of the structure. The massing and roof form remain the same from street view. The project allows the structure to maintain its compatibility with the single-story 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

   Comment: The addition includes new windows along both side yards, these new windows will not provide any direct sightlines into the neighbors’ homes.

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

   Comments: A new window is proposed on the street-facing façade and this new window is consistent in size and treatment as an existing window next to it. The addition in the rear of the existing structure incorporates a flat roof area to minimize the roof appearance from the side views.

   Staff noted concern that the addition areas along the side yards produced blank walls appearance based on the prior design presented at the May 20th hearing.
The architect has since added two double hung windows along both south and north elevations (see clouded areas, referenced with delta I symbols) to resolve this concern.

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:** While the project provides window and roof materials from the City’s Pre-Approved Lists, the architect has updated Sheet A-4.1 to show that the residence and the new garage will have Boral’s Cedarlite simulated tiles in the Silverwood color consistently applied throughout the project.

   Staff is uncertain on whether the project is installing a new entry door, conflicting information is shown on Sheets A-6.1 (existing door to remain) and on A-8.1 Door Schedule where a new entry door is listed. Staff recommends a condition that a new entry door shall be consistent in design, width and height as the existing entry door. New exterior materials and finishes, such as window sills, trims and stucco, will match existing and will be consistently implemented throughout the project.
Hi Eva,

Here is a short summary of what we've done to notify neighbors:

1. December 2019 - James and his team attempted to notify neighbors, following the standard city policies and procedures - you would have all the records for these attempts and provided on the following page.

2. On 5/21/2020, I knocked on the door of 1465 Bellwood and met our neighbor, Guoping Shen. He was the one who asked "can I see the plans." He didn't speak English well so we conversed in Mandarin. My conversational Mandarin is mediocre so we tried to communicate with each other as effectively as we could. We exchanged phone numbers and WeChats. He asked about where our kitchen would be located. I told him that the kitchen location would remain the same. I sent him our floor plans over WeChat and iMessage. After I told him the location of our kitchen would remain in the same place, he was ok with the plan.

3. On 5/22/2020, in an effort to try to bump into some neighbors, my family took a walk in our neighborhood in the early evening and we were able to meet our neighbors on 1470 Bellwood. They confirmed receiving a notification from the city. From our conversation, they didn't seem to have any issues with our renovation and seemed excited to have some new neighbors.

4. On 5/28/20, I wrote a letter and included a before and after floorplan to the neighbors that did not respond to our initial attempts in December 2019. Attached is a copy of the letter, plans, and Certificates of Mailings.

I hope we have been able to show you and the DRC that are intentions is to be respectful and good neighbors. We intend to be active members of the San Marino Community.

Thank you

--

Michael Wu, Pharm.D.
<table>
<thead>
<tr>
<th>Address</th>
<th>Status and Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1435 BELLWOOD RD, SAN MARINO, CA 91108</td>
<td>Signed and Approved</td>
</tr>
<tr>
<td>1445 BELLWOOD RD, SAN MARINO, CA 91108</td>
<td>12/19 - 10:20am, 1st Attempt, Dropped off plans</td>
</tr>
<tr>
<td></td>
<td>12/20 - 9:25am, 2nd Attempt, No Answer</td>
</tr>
<tr>
<td>1465 BELLWOOD RD, SAN MARINO, CA 91108</td>
<td>12/19 - 10:50 am, 1st Attempt, No Answer</td>
</tr>
<tr>
<td></td>
<td>12/20 - 9:28 am, 2nd Attempt, No Answer</td>
</tr>
<tr>
<td></td>
<td>5/21/20 - Owner discussed plans with neighbor via text message. Neighbor approved plans.</td>
</tr>
<tr>
<td>1475 BELLWOOD RD, SAN MARINO, CA 91108</td>
<td>Signed and Approved</td>
</tr>
<tr>
<td>1440 BELLWOOD RD, SAN MARINO, CA 91108</td>
<td>Signed and Approved</td>
</tr>
<tr>
<td>1450 BELLWOOD RD, SAN MARINO, CA 91108</td>
<td>Signed and Approved</td>
</tr>
<tr>
<td>1460 BELLWOOD RD, SAN MARINO, CA 91108</td>
<td>12/19 - 10:36 am, 1st Attempt, No Answer</td>
</tr>
<tr>
<td></td>
<td>12/20 - 9:33 am, 2nd Attempt, No Answer</td>
</tr>
<tr>
<td>1470 BELLWOOD RD, SAN MARINO, CA 91108</td>
<td>12/19 - 10:38 am, 1st Attempt, No Answer</td>
</tr>
<tr>
<td></td>
<td>12/20 - 9:35 am, 2nd Attempt, No Answer</td>
</tr>
<tr>
<td></td>
<td>5/22/20 - Neighbor received notice from City of project, approved plans.</td>
</tr>
<tr>
<td>1480 BELLWOOD RD, SAN MARINO, CA 91108</td>
<td>Signed and Approved</td>
</tr>
<tr>
<td>1490 BELLWOOD RD, SAN MARINO, CA 91108</td>
<td>12/19 - 10:44 am, 1st Attempt, No Answer</td>
</tr>
<tr>
<td></td>
<td>12/20 - 9:40 am, 2nd Attempt, No Answer</td>
</tr>
<tr>
<td>1435 BRADBURY RD, SAN MARINO, CA 91108</td>
<td>Signed and Approved</td>
</tr>
<tr>
<td>1438 BRADBURY RD, SAN MARINO, CA 91108</td>
<td>Signed and Approved</td>
</tr>
<tr>
<td>1448 BRADBURY RD, SAN MARINO, CA 91108</td>
<td>12/19 - 11:01 am, 1st Attempt, No Answer</td>
</tr>
<tr>
<td></td>
<td>12/20 - 9:13 am, 2nd Attempt, No Answer</td>
</tr>
<tr>
<td>1458 BRADBURY RD, SAN MARINO, CA 91108</td>
<td>12/19 - 11:05 am, 1st Attempt, No Answer</td>
</tr>
<tr>
<td></td>
<td>12/20 - 9:15 am, 2nd Attempt, No Answer</td>
</tr>
<tr>
<td>1468 BRADBURY RD, SAN MARINO, CA 91108</td>
<td>12/19 - 11:10 am, 1st Attempt, No Answer</td>
</tr>
<tr>
<td></td>
<td>12/20 - 9:17 am, 2nd Attempt, No Answer</td>
</tr>
</tbody>
</table>
Dear Neighbor,

We are the Wu Family and would like to say a friendly “hello” and introduce ourselves. We purchased the home on 1455 Bellwood this past September and are eager to remodel so that we can move our soon to be family of four in.

My wife and I are both pharmacists at Kaiser Permanante, we have a 2 year old daughter, and currently expecting another daughter this November. We hope to meet everyone soon, after the pandemic.

We have enclosed a copy of our remodeling plans and hope to begin construction in the Fall/Winter of 2020.

If you have any question or concerns, please do not hesitate to email or call me.

Thank you and we look forward to joining the neighborhood.

Sincerely,

Michael Wu
michaelmartinwu@gmail.com
925-385-8008
Certificate Of Mailing

From: Wu Family
1455 Bellwood Rd
San Marino, CA 91108

To: Neighbor
1448 Bradbury Rd
San Marino, CA 91108

PS Form 3817, April 2007  PSN 7530-02-000-0065
Certificate Of Mailing

To: Neighbor
1445 Bellwood Rd
San Marino, CA 91108

From: Wu Family
1455 Bellwood Rd
San Marino, CA 91108

PS Form 3817, April 2007  PSN 7530-02-000-9065
UNITED STATES POSTAL SERVICE

Certificate Of Mailing

This Certificate of Mailing serves as evidence that mail has been presented to USPS for mailing. This form may be used for domestic and international mail.

From: Wu Family
1455 Bellwood Rd
San Marino, CA 91108

To: Neighbor
1465 Bellwood Rd
San Marino, CA 91108

PS Form 3817, April 2007 PSN 7520-02-000-9065

U.S. POSTAGE PAID
SAN MARINO, CA
MAY 28, 2020
AMOUNT
$1.50
RE309115526-79
United States Postal Service

Certificate Of Mailing

This Certificate of Mailing provides evidence that mail has been presented to USPS for mailing. This form may be used for domestic and international mail.

From: Wu Family
1455 Bellwood Rd
San Marino, CA 91108

To: Neighbor
1470 Bellwood Rd
San Marino, CA 91108

Postmark Here

PS Form 3817, April 2007  PSN 7533-02-000-9065

MAY 28 2020
Certificate Of Mailing

UNITED STATES POSTAL SERVICE

This Certificate of Mailing provides evidence that mail has been presented to USPS for mailing.
This form may be used for domestic and international mail.

From: Wu Family
1455 Bellwood Rd
San Marino, CA 91108

To: Neighbor
1460 Bellwood Rd
San Marino, CA 91108

PS Form 3817, April 2007  PSN 7530-02-000-9065
From: Wu Family  
1455 Bellwood Rd  
San Marino, CA 91108

To: Neighbor  
1458 Bradbury Rd  
San Marino, CA 91108

PS Form 3817, April 2007  PSN 7530-G2-000-9065
Certificate Of Mailing

This Certificate of Mailing provides evidence that mail has been presented to U.S.P.S. for mailing.
This form may be used for domestic and international mail.

From: Wu Family
1455 Bellwood Rd
San Marino, CA 91108

To: Neighbor
1468 Bradbury Rd
San Marino, CA 91108

To pay fee, affix stamps or enter postalage here.

MAY 28 2020

PS Form 3817, April 2007  PSN 7630-02-000-9065
To: Neighbor
1480 Bellwood Rd
San Marino, CA 91108

From: Wu Family
1455 Bellwood Rd
San Marino, CA 91108

U S POSTAGE PAID
SAN MARINO, CA
JU 20
MAY 28 20
AMOUNT
$1.50
R23597155286-79

UNITED STATES POSTAL SERVICE
Certificate Of Mailing
This Certificate Of Mailing provides evidence that mail has been presented to USPS for mailing.
This form may be used for domestic and international mail.

Postmark Date: MAY 28 2020
San Marino Station

PS Form 3817, April 2007 PSN 7530-02-000-9065
Arborist Report
1455 Bellwood Road
San Marino, California

Prepared for:

Mr. Zare Galstyan
James V. Coane and Associates
30 North Raymond Avenue #611
Pasadena, CA 91103

Prepared by:

William R. McKinley, Consulting Arborist
American Society of Consulting Arborists
Certified Arborist #WE-4578A
International Society of Arboriculture
1734 Del Valle Avenue
Glendale, CA 91208

Arborists and Environmental Consultants
December 22, 2019

Mr. Zare Galstyan  
James V. Coane and Associates  
30 North Raymond Avenue #611  
Pasadena, CA 91103  

Dear Mr. Galstyan:

Recently you contacted me regarding an Arborist Report pertaining to some proposed planned construction on the property located at 1455 Bellwood Road, San Marino. I was asked to inspect the property and document the existing mature trees. The following report summarizes my findings:

**Background**

On Monday, November 11, 2019 at approximately 10:00 a.m. I arrived at subject property located at 1455 Bellwood Road, San Marino. The property was unsecured and I was able to access the back yard. The following Tree/Site Inspection Section describes my observations concerning the subject trees and the impact of proposed building improvements on these trees.

**Tree/Site Inspection**

**Tree #1** is a *Magnolia grandiflora* or Southern Magnolia. The tree measures 16 inches in diameter at D.B.H. (Diameter Breast Height) as measured 54 inches above the soil grade. The tree has a drip line, which measures roughly 19 feet from the tree’s trunk. The spread of the tree is approximately 33 feet. The height of the tree is estimated to be roughly 35 feet tall. The tree is located in the front yard of the subject property. It is 17 feet west of the concrete sidewalk and 15 feet south of the asphalt driveway. The tree is situated in an irrigated lawn area. It is a single trunk specimen. The crown has been pruned and raised. The tree crown is balanced with minor asymmetry. The upper crown is thinning and dying back. The foliage size and color appear normal. The crown density is fair. The tree in in above average health and condition. Rating: B-

**Tree #2** is a *Laurus nobilis* or Grecian Laurel. The tree measures 1.5 inches in diameter at D.B.H. The tree has a drip line, which measures roughly 4 feet from the tree’s trunk. The spread of the tree is approximately 8 feet. The height of the tree is estimated to be roughly 11 feet tall. The tree is located in the front of the subject property in the parkway. It is a City of San Marino Street Tree. It is 14 feet north of the fire hydrant near the southern boundary and 3.5 feet west of the curb along Bellwood Road. The tree is
Tree/Site Inspection-Continued

situated in an irrigated turf area. The crown has been pruned and raised. The tree appears balanced with minor asymmetry. The foliage size and color appear normal. The crown density is normal. The tree is in excellent health and condition. Rating: A-

Tree #3 is a Washingtonia robusta or Mexican Fan Palm. The tree measures 15 inches in diameter at D.B.H. The tree has a drip line, which measures roughly 4 feet from the tree’s trunk. The spread of the tree is approximately 8 feet. The height of the tree is estimated to be roughly 70 feet tall. The tree is located in the front yard of the subject property. It is 24 feet west of the sidewalk along the southern boundary. The old fronds clinging to the trunk have been cut and the old leaf bases still cling to the tree’s trunk. The lower 25% of the tree’s crown is composed of dead fronds. Infrauctescence flower stalks still persist in the tree’s crown. The tree is in slightly below average health and condition. Rating: C-

Tree #4 is a Ulmus parvifolia or Chinese Elm. The tree measures 15 inches in diameter at D.B.H. The tree has a drip line, which measures roughly 27 feet from the tree’s trunk. The spread of the tree is approximately 32 feet. The height of the tree is estimated to be roughly 40 feet tall. The tree is located in the rear side yard of the subject property. It is 4.5 feet south of the southwest corner of the existing house and the trunk is up against the southern boundary fence. The tree is situated in an irrigated shrub planter bed. The tree leans 15 degrees east. The crown is unbalanced and asymmetrical with the majority of the crown growing east. The crown is crowded by a nearby Pittosporum tree. The Chinese Elm has crossing, rubbing limbs, was topped and has poor structure. At the time of the inspection the tree was partially dormant and deciduous. The foliage size and color appear normal. The tree is in below average health and condition. Rating: D+

Tree #5 is a Pittosporum undulatum or Victorian Box. The tree measures 10, 10, 12 and 12 inches in diameter at D.B.H. The tree has a drip line, which measures roughly 17 feet from the tree’s trunk. The spread of the tree is approximately 34 feet. The height of the tree is estimated to be roughly 55 feet tall. The tree is located in the back yard 11 feet west of Tree #4 and one foot north of the southern boundary fence. It is situated in an irrigated shrub planter bed. The tree has co-dominant stems, included bark and weak structure. It is a multi-trunk tree. Overhead utility wires run through the tree’s crown. The crown appears balanced with minor asymmetry. The crown has been pruned and raised. The foliage size is normal however the leaf color is yellow or chlorotic. The crown density is sparse. I would estimate that approximately 20% of the tree’s crown is composed of dead wood. The tree is in below average health and condition. Rating: D+

Tree #6 is a Juniperus chinensis ‘Torulosa’ or Hollywood Juniper. The tree measures 14 inches in diameter at D.B.H. The tree has a drip line, which measures roughly 9 feet from the tree’s trunk. The spread of the tree is approximately 18 feet. The height of the tree is estimated to be roughly 45 feet tall. The tree is located in the back yard 3 feet west of the
Tree/Site Inspection-Continued

existing house and 18 feet north of Tree #4. It is situated in an irrigated lawn area. The crown is raised and balanced. The foliage size and color appear normal. The crown density is normal. The tree is in good health and condition. Rating: B

General Observations

The subject property is situated in a single family home residential neighborhood in the City of San Marino. The subject property and nearby properties appear clean and well maintained. The proposed Site Plan indicates that there is a proposed new room addition to be installed at the rear of the existing single-family home. The existing garage will be moved or relocated to the rear northwest corner of the subject property. Based upon the proposed Site Plan it appears that only one tree is in conflict with the proposed room addition and improvements. Tree #6 Hollywood Juniper must be removed in order to accommodate the rear room addition. According to the City of San Marino Tree Preservation Ordinance Tree #6 qualifies as an Established Tree since the tree’s trunk diameter at 4.5 feet above the ground exceeds 6 inches in diameter. Tree #6 measures 14 inches in diameter at 4.5 feet above the ground or D.B.H.

Tree Protection Plan

Based upon my inspection of the subject trees and property it is my expert opinion that the following tree protection measures be implemented during construction:

1) The existing trees shall be preserved and protected during construction. A free standing T-Panel chain-link fence should be placed as far as possible from the trunks of the trees to protect the trunks and roots from injury. Orange plastic fencing should be attached to the chain-link. The placement of the fence shall be approved by a Certified Arborist or the designated representative of the City.

2) Protective fencing shall remain around the trees. This fencing shall be maintained in a vertical position throughout the construction period and shall not be removed or relocated without written authorization from the City and any relocation of the protective fence shall be done under the supervision of a Certified Arborist.

3) Prohibit dumping of all paints, solvents, stucco, cement, concrete, mortar, excess soil and other foreign materials within the area defined as five feet beyond the drip line of the trees to be preserved.

4) Avoid grading (cutting or adding soil), storage of vehicles and building materials within the area defined as five feet beyond the drip line or protected zone of the trees to be preserved.
Tree Protection Plan-Continued

5) Minimize trenching or continuous digging for utilities, plumbing or electrical or footings and foundations within the area defined as five feet beyond the drip line of trees to be protected. Should any such work be required then it must be hand-dug and minimize cutting of large roots two inches diameter and larger.

6) Roots, which are encountered during excavation, should be avoided if possible. Roots, which are cut, torn or damaged, must be pruned back to the side of the excavation with a clean, sharp pruning tool. Root ends must be kept moist. Where possible cover the root ends with moist burlap or cloth until back-fill can occur. Water exposed root ends 2 to 3 times per day until back-fill can occur to prevent the root ends from drying out.

7) Pruning of tree branches should be done under the supervision of a Certified Arborist. Pruning should attempt to eliminate dead wood, enhance the structure, eliminate defects and provide clearance. In general, the goal is to avoid unnecessary cuts over 2 inches in diameter and not remove more than 25% of the live wood at the time of pruning. Tree pruning must conform to Best Management Practices and ANSI A-300 Pruning Standards.

8) Timing of pruning is very important. It is important to know the pruning requirements of your trees. A Certified Arborist can assist you with identifying trees and their individual needs. Pruning the trees at the correct time of year prevents insect and disease infestation.

9) Irrigation and landscape plans and installation should be reviewed and approved by a licensed landscape architect or Certified Arborist to ensure that the trees requirements are met. No irrigation trenching must be allowed within the five feet beyond the drip line of the trees. Irrigation can be applied near the drip line of the trees but must not water near the trunk of the trees. Mulch or wood chips or shavings should be applied at a depth of 2 to 4 inches under the drip line of the trees. Ground covers should not be planted under the trees. Native California and drought tolerant shrubs should be used in the landscape.

10) A tree removal permit must be obtained prior to removing Tree #6. According to the City Tree Replacement Matrix the property owner would be required to plant 2-36 inch-box size trees on the site as a condition of permit approval.

11) A Certified Arborist should be retained work with the contractor and monitor the condition of the trees during construction.
Summary/Conclusion

In conclusion, it is my professional opinion that it is possible to perform the proposed improvements and preserve most of the existing trees on the site. The only tree which is in conflict with the proposed room addition is Tree #6 a Hollywood Juniper. The tree qualifies as an Established Tree and therefore a tree removal permit must be obtained from the City of San Marino in order to remove this tree. If the tree removal permit is granted the property owner will be required to plant 2-36 inch-box size replacement trees on the site. The replacement trees must be identified as replacement trees on the new landscape plan. If the above stated tree protection plan is followed then the existing trees should survive and provide beauty and value to the subject property and neighborhood for many years to come.

Limitations

Information contained in this report covers only those areas that were examined and reflects the condition of those areas at the time of inspection. The inspection was limited to visual examination of accessible areas without excavation, drilling or boring. Due to time constraints I was not able to expose and inspect the root crown at the base of the subject trees. Arboriculture is not an exact science and there is much that is still to be learned about trees. The observations and recommendations provided in this report reflect the latest research, knowledge and training available through university and professional research. There is no warranty or guarantee, expressed or implied, that problems or deficiencies of the trees or property in question may not arise in the future.

I sincerely hope you find this information useful in securing building permits from the City of San Marino. Thank you for the opportunity to serve you and your environmental and horticultural needs. If you have any further questions, please feel free to contact me on my cell phone at (818) 426-2432 or you may call my office phone at (818) 240-1358.

Yours truly,

[Signature]

William R. McKinley, Consulting Arborist
American Society of Consulting Arborists
Certified Arborist #WE-4578A
International Society of Arboriculture
Curriculum Vitae

WILLIAM R. MCKINLEY – MCKINLEY & ASSOCIATES
1734 Del Valle Ave.  Email: william@mckinleyarborists.com Work (818) 426-2432
Glendale, CA 91208  Website: http://www.mckinleyarborists.com/ Home (818) 240-1358

SUMMARY of QUALIFICATIONS


FULL TIME EMPLOYMENT HISTORY

City of Glendale, Parks, Recreation & Community Services

Park Services Manager-Contract Administration 2001-present
Performs contract administration for Park Services Section. Manage grounds maintenance for sports fields, community buildings, parks, medians, and historic areas. Administers the City’s landscape maintenance contract. Writes contract specifications. Administers the bidding process. Awards contracts to successful bidders. Conducts construction meetings and oversees the construction and inspection for these projects. Performs and assumes all former duties and responsibilities under the former Administrative Analyst position. Writes arborist reports. Hazardous tree assessment. Serves as expert witness in tree related cases.

Administrative Analyst 1988-2001
Administer landscape maintenance contract for medians, reservoirs, pump houses and misc. areas. Administer and supervise the Division’s Work Management System involving the scheduling and tracking of work and performance of over 50 full-time employees. Supervise one part-time data entry employee and supervise and coordinate with the California Conservation Corps, Boy Scouts and other community service volunteers in the parks. Supervise, monitor and report water and utility usage in the parks. Administer and supervise all tree planting projects and programs including the Arbor Day and Urban Forest Donation programs. Assist with budget preparation and acquisition of capital equipment. Prepare Capital Improvement Project specifications and assist with administering contracts. Administer the City of Glendale’s Indigenous Oak Tree Ordinance. Coordinate with Planning, Permit Services, Engineering, Building, Neighborhood Services and Fire Department to insure the care and protection of trees, both during and after construction. Review grading, construction, landscape and irrigation plans. Modify and approve plans as necessary to protect indigenous trees. Perform field inspections on hazardous trees and make recommendations to park staff and the public. Serve as code enforcement officer and paralegal during Administrative Office Hearings regarding Indigenous Oak Tree Ordinance. Perform tree and landscape appraisals. Served as special show and marketing consultant to the Glendale Rose Pruning and Garden Show Committee.

Assistant Planner-Parks 1983-1988
Assisted in park inventory development and implementation of the Work Management System. Served as guest speaker at the National Parks and Recreation Conference on the subject of computers and their role in park maintenance. Supervised the Capital Improvement Project Construction at Pacific Park and Brand Park. Coordinated with and supervised California Conservation Corps. Crews in planting, staking and tying hundreds of trees as part of the Arbor Day Program. Served as Arbor Day Co-Chairman, Glendale Rose Pruning & Garden Show Co-Chairman and President of Glendale Beautiful. Served as Ways and Means Chairman C.P.R.S. District XIV.
EDUCATION

1983  California Polytechnic University, Pomona
      Bachelor of Science Degree, Park Administration
      Graduated Magna Cum Laude, Grade Point Average 3.57

1983- Present  CERPs-University of California, Landscape Contract Maintenance, Hazardous Tree
                Identification & Assessment, Specimen Tree Appraisal, Advanced Tree Appraisal Theory
                and Practice, Tree and Landscape Liability - Trees and the Law, Oak Tree Symposium
                Graduate, Knowledge of oak tree physiology and native plant habitat, ASCA 2007
                Consulting Academy, National Arbor Day Foundation Graduate Symposium:
                Construction Around Trees; Trees and the Law; Recognized Tree Expert; City of Los
                Angeles, County of Los Angeles, City of Pasadena, City of La Canada Flintridge, City of
                Burbank, City of Calabasas, County of Ventura, City of Santa Clarita.

HONORS & ACTIVITIES

1999 - Present - Certified Arborist-International Society of Arboriculture
1996-1999 - Secretary/Treasurer, C.P.R.S. Park Operations Section
1994-1995 - President, C.P.R.S. District XIV
1994-1995 - Treasurer, Glendale Beautification Advisory Council
1992-1994 - Treasurer, C.P.R.S. District XIV
1993, 1994, 1995 C.P.R.S. Park Operations Scholarship
First, Second and Third Year, Graduate, Pacific Southwest Maintenance Mgmt. School
1986-1990 - President, Glendale Beautiful
1980, 1981 - Twicke placed on Dean's Honor List
1982 - Who's Who in American Colleges and Universities
1978 - Recipient of Wayne Stuker Memorial Scholarship
1975 - Awarded Eagle Scout Rank, Boy Scouts of America
Member - American Society of Consulting Arborists (ASCA)
Member - International Society of Arboriculture
Member - Western Chapter, International Society of Arboriculture
Member - Glendale Beautiful
Past Member - National Arbor Day Foundation
Past Member - California Oak Foundation

REFERENCES

Randall S. Stamen, Attorney/Arborist (951) 787-9788
Susan & Gary Sims, Sims Tree Specialists (951) 685-6602
Peter & Diane Harmsch, Harmsch Tree Care (626) 444-7997

PROFESSIONAL SERVICE FEE

- Site Inspection  $100.00 per hour
- Consultation  $125.00 per hour
- Arborist Report  $150.00 per hour
- Public Hearing  $200.00 per hour
- Arbitration  $225.00 per hour
- Deposition  $250.00 per hour
- Court Witness  $350.00 per hour
PROJECT DESCRIPTION

The applicant proposes to install a front-yard fence, gate and exterior modifications to an existing two-story residence.

The proposed fence, driveway gate and pedestrian gate will be a maximum of five feet in height and will be composed of wrought iron, a concrete masonry unit (CMU) base with a smooth stucco finish and pilasters with pilaster caps to match. Applicant is also proposing to remove existing walls along the side property lines and replace them with five foot tall CMU wall with a smooth stucco finish.

Exterior modifications include replacement of entry door and garage door as well as changing the size and/or operation of nine windows along the front and side elevations.

TREE PRESERVATION

This project will not remove or relocate any trees.

ENVIRONMENTAL DETERMINATION

The project is Categorically Exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301(e)(1) – Existing Facilities.

PROJECT HISTORY

June 17, 2020 – First hearing before the DRC.
August 2, 2020 – Required action date.

NEIGHBOR APPROVAL/OBJECTION LETTERS

Approve – 7
DESIGN REVIEW FINDINGS

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:* Staff finds that changing the operation of the windows would deviate from the traditional style of home and would be incompatible with the traditional homes found throughout 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

   *Comments:* The proposed change to the window sizes and operations will not provide any direct sightlines into neighboring homes or interfere with the reasonable expectation of privacy of persons residing on contiguous properties.

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:* Staff finds that the colors and materials being proposed windows are consistent with existing windows found on the home.

**DESIGN REVIEW FINDINGS - FRONT YARD GATE ADJACENT TO A STREET**

San Marino City Code Section 23.13.04G identifies separate design review findings relating to the approval of fence, gates, walls and pilasters. 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 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 side yard wall adjacent to a street 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 proposed gate is composed of similar color and materials as the features found on the existing residence and is architecturally compatible. Pilasters will match the smooth stucco seen throughout the home.

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

   Comments: The proposed fence, pedestrian gate and driveway are inconsistent with the block on which the property is located as it is not a feature that is found along the block.

3. That the proposed fence, gate, pilaster, yard wall or retaining wall preserves sight 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 gates and fence allow for visibility and do not create a hazard to pedestrian or vehicular traffic.
May Y Lam
(name)

753 Canterbury Rd
(address)

San Marino and have been shown the plans and elevations of proposed changes to the neighboring property located at 765 Canterbury Rd, San Marino.

(address)

After reviewing the plans of the proposed changes (circle applicable response):

1. I do not object because I do not believe that the proposed changes will impact my property.

2. I do not object because the proposed changes are aesthetically compatible with my property.

3. I do not object and decline to state reason.

4. I object because the proposed changes are not aesthetically compatible in their present form with my property.

5. I object in particular to the following: 1) No front wall with wrought iron gate at the front of the house because it does not conform to the rest of the neighborhood. No house on Canterbury Rd has installed such gate. 2) Keep existing wood siding by replacing/repairing in order to preserve the charm of the house. Siding would completely change the appearance of the house. 3) Keep same white wooden windows by replacing/replacing to preserve the charm of the house. Changing the front to steel/charity the windows will completely change the appearance of the house.

6. I object and decline to state a reason at this time.

7. I neither object nor support the proposed changes at this time.

Property Owner's Signature

Date 4/17/2020
1. William Gwynnstas Wenzlaw, am a property owner of
745 Canterbury Rd., San Marino and have been
shown the plans and elevations of proposed changes to the neighboring property located at
765 Canterbury Rd., San Marino, CA 91108
(address)

After reviewing the plans of the proposed changes (circle applicable response):

1. I do not object because I do not believe that the proposed changes will impact my property.
2. I do not object because the proposed changes are aesthetically compatible with my property.
3. I do not object and decline to state reason.
4. I object because the proposed changes are not aesthetically compatible in their present form with my property.
5. I object in particular to the following: The tree removal and
   bunching of the remaining trees need
to be addressed with a proper replanting plan
2. The window change is a huge departure from the original character of the house and neighborhood.
3. The gate across the front is not consistent with our neighborhood.
6. I object and decline to state a reason at this time.
7. I neither object nor support the proposed changes at this time.

[Signature]  [Date]
Property Owner's Signature  4/29/20
April 30, 2020

To: Members of the Design Review

Re: Design Review at 765 Canterbury Rd.

Dear Design Review Committee,

We hope this finds you well.

We are writing to object to 3 of the features included in the proposed remodel at 765 Canterbury Road. Our home is located two doors to the north. We have lived in our home for 28 years and know the subject home well, since we were friendly with the 2 home owners previously in residence. The home has always been immaculately kept & kept up.

Over the past weeks and months there has been extensive demolition and construction going on at the subject property. During this quarantine, we have not approached the crew on the property as we have been following safe practices to avoid the spread of Covid-19. We have had occasion to walk by after the crew has left for the day and have been shocked at what we have seen. We were under the assumption that because the work was so extensive, a permit must have been issued, but, now I’m not sure what has been permitted and what has not.

Objection #1: Tree Removal/Trimming: The back yard was virtually scraped. The removal of mature trees (I believe 7 in all) was heartbreaking. The trees in the front were butchered. Was this work done by a licensed arborist, as required?
The green buffer between neighbors is an important feature of our homes in our neighborhood. That screen has been mostly destroyed, as seen here.

Trees that have caused irreparable damage to walls & foundations, as has been claimed, need to be replaced with similar sized trees elsewhere on the property. Prior to the tree removal, we never saw any posting, as is required by Ordinance No. O-18-1341-U, Item 6, for any tree removal permit. In any event, we would like to see the plans for the tree replanting as we all know trees are one of San Marino’s most valuable resources.

Objection #2: Window/Garage Door Replacement: The change to add the bronze metal casement windows and garage doors across the front of the house will completely change the feel and character of this authentic, 1930’s home to a modern style. The pictures were provided in the packet they provided.

Objection #3: Gate Across Front: It is COMPLETELY inconsistent with the neighborhood to place a metal fence across the property and have a driveway gate at the sidewalk. Please don’t allow this. It will change the open, natural feel to the curving street in our neighborhood. The front of almost all of the homes in our neighborhood is open, with a gate up the driveway at the front of the house. We ALL raised many children in our homes without having to fence off the front. I don’t think I need to go further into all of the reasons that this argument is not valid. The following pictures give an idea of the green open space on our street. The 1st photo are the 2 homes directly north of the subject property. The next one is directly across the street and the 3rd is of the 2 properties directly to the south.
Thank you for your consideration in preserving the integrity of our neighborhood and protecting the greenscape and many trees that give San Marino such an open, rural feel.

Please feel free to contact us with any questions or concerns.

Sincerely,
Bill & Cindy Wenzlau
745 Canterbury Road
cindy@wenzlau.com

cc: San Marino Planning & Building
    Members of City Council
TO: Chair Cheng and Members of the Design Review Committee
FROM: Marlon Cervantes, Assistant Planner
DATE: June 17 2020
SUBJECT: DESIGN REVIEW CASE NO. DRC19-94
1722 HILLIARD DR. (TANG/SAWASY)

PROJECT DESCRIPTION

The applicant proposes to construct a single-story addition and make exterior modifications to an existing single-story home.

The proposed 153 square foot addition will be located along the west elevation and will expand the entry way and dining area into the existing courtyard.

The construction project also includes two minor additions in the rear however they do not meet the threshold for design review because it does not extend the length of any side of the primary residential structure by the greater of 25% or 10 feet.

TREE PRESERVATION

This project will not remove or relocate any trees.

ENVIRONMENTAL DETERMINATION

The project is Categorically Exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301(e)(1) – Existing Facilities.

PROJECT HISTORY

June 17, 2020 – First hearing before the DRC.
September 11, 2020 – Required action date.

NEIGHBOR APPROVAL/OBJECTION LETTERS

Approve – 8
Object – 0
DESIGN REVIEW FINDINGS

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 legal neighborhood is made up primarily of similarly sized single-story homes in a variety of architectural styles. The proposed addition is modest with limited visibility from the street and would not detract from the existing structure's compatibility 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

   Comments: The proposed addition will be located away from all neighboring properties and will not provide and direct sightlines into adjacent homes, replacement windows along the side elevations will be of similar size and location and will also not provide any direct sightlines into neighboring homes.

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

   Comments: Staff finds that the addition is compatible and consistent with the existing building; the proposed addition will follow the existing roof line.

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 colors and materials for the proposed addition are consistent with those found on the existing home, the home and addition including trim details will be repainted to maintain consistency, existing wood windows will also be repainted to match the new wood windows.
TO: Chair Cheng and Members of the Design Review Committee
FROM: Marlon Cervantes, Assistant Planner
DATE: June 17, 2020
SUBJECT: DESIGN REVIEW CASE NO. DRC19-84
1335 BLACKSTONE RD. (YEH/LI)

PROJECT DESCRIPTION

The applicant proposes to construct a single-story addition, a new front porch and to make exterior modifications to an existing single-story home.

The construction project also includes an interior remodel of the home and a new lattice patio cover in the rear yard.

TREE PRESERVATION

This project will not remove or relocate any trees.

ENVIRONMENTAL DETERMINATION

The project is Categorically Exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301(e)(1) – Existing Facilities.

PROJECT HISTORY

June 17, 2020 – First hearing before the DRC.
June 22, 2020 – Required action date.

NEIGHBOR APPROVAL/OBJECTION LETTERS

Approve – 7
Object – 0
No response – 6

DESIGN REVIEW FINDINGS
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 legal neighborhood is made up primarily of similarly sized single-story homes in the minimal traditional style. The proposed addition is compatible with the other homes found throughout the legal 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

   *Comments:* The proposed addition will be located away from the adjacent property and will not provide and direct sightlines into adjacent homes, new windows found on the addition will not provide direct sightlines into the neighboring home and will be setback a minimum of 20 feet.

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

   *Comments:* The proposed addition is compatible with the existing building, the addition consists of a modification to the existing roofline as viewed from the street, however overall roof layout will remain consistent.

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 color scheme and materials found on the home are being changed, the home will be painted an Ashen Tan color with Swiss Coffee accents and a brick application to match the existing chimney. The new windows found on the addition will be aluminum clad in the Bone White color, the existing windows will also be replaced to match. The existing roof will be replaced with a Boral Cedarlite simulated wood shake material in the Silverwood color which is found on the City’s Pre-Approved Roofing Materials List.
PROJECT DESCRIPTION

The applicant proposes to modify an existing street-facing block wall for the purpose of installing a pedestrian gate.

TREE PRESERVATION

There are no proposed tree removals as part of this project.

ENVIRONMENTAL DETERMINATION

The project is Categorically Exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301(l)(4) because the project involves minor alteration to an existing accessory structure.

PROJECT HISTORY

June 17, 2020 – First hearing before DRC.
July 5, 2020 – Required action date

NEIGHBOR APPROVAL/OBJECTION LETTERS

Approve – 10
Object – 0
No response – 4
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. 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 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 side yard wall adjacent to a street 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 proposed gate will have the same wrought iron material, matte black color and finish as the existing gates adjacent to the garage/accessory structure facing Lorain Road. The design of the new gate will be architecturally compatible with the structure.

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.

   Comment: The immediate neighbor to the south, at 2235 Sherwood Road, has a similar block wall that runs along Lorain Road and there exists a wooden pedestrian gate facing adjacent to the driveway.

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

   Comment: The proposed gate replaces a portion of a solid block wall and is located a minimum of 13 feet away from the parking stalls along the driveway, staff finds this distance to be sufficient in providing visual clearance for pedestrians and oncoming traffic.
neighbor Letters Summary
✓ Approve
× Object
O No Response
TO: Chair Cheng and Members of the Design Review Committee
FROM: Eva Choi, Associate Planner
DATE: June 17, 2020
SUBJECT: DESIGN REVIEW CASE NO. DRC20-26
1745 SHARON PL., (SUIMANJAYA)

PROJECT DESCRIPTION

The applicant proposes to install CertainTeed, Landmark TL composition shingle material in the Shenandoah color on the main residence. Due to conflicting information on city records, staff deferring this request to install composition shingle material to the DRC on the basis that the residence and the detached garage should be improved with natural wood shingle based on a 2005 building permit.

The existing residence and detached garage are improved with composition shingle roofing material. Staff is unable to determine the manufacturer and color of the installed roofing material because the installed material differs from City’s permit records.

In 2004, the Design Review Committee approved an addition project at the subject site. A building permit was issued in November 2005 to implement the addition project and to re-roof the residence and the garage with Class B, natural wood shingle material. The building permit was inspected and finalized by city staff in August 2006.

At the beginning of this year, the detached garage suffered fire damage. Subsequently, the City issued a building permit to replace approximately 259 square feet of fire damaged roof framing over the garage. This building permit included replacement of roofing material over the new roof framing area. The approved drawings for the building permit specified that the new roof material must be consistent with the existing roof material on the residence. Prior to preparing this report, Planning staff visually confirmed that the roof material and color on the residence and the detached garage are consistent in appearance.

The applicant is requesting to replace the roofing material on the residence only, given that the detached garage has a new roof installed about two month ago. Staff is concerned that the
proposed CertainTeed, Landmark TL product in Shenandoah color will not be an exact match with the roofing material on the detached garage. The detached garage is located to the east of the residence and is visible from street view.

Listed below are locations of the Landmark TL product installed in the City.

<table>
<thead>
<tr>
<th>Address</th>
<th>Material/Color</th>
<th>Install Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>2650 Monterey Rd.</td>
<td>Landmark TL/Shenandoah</td>
<td>2006</td>
</tr>
<tr>
<td>632 La Mirada Ave.</td>
<td>Landmark TL/Shenandoah</td>
<td>2009</td>
</tr>
<tr>
<td>2085 Del Mar Ave.</td>
<td>Landmark TL/Country Gray</td>
<td>2011</td>
</tr>
<tr>
<td>1310 Lorain Rd.</td>
<td>Landmark TL/Country Gray</td>
<td>2018</td>
</tr>
</tbody>
</table>

ENVIRONMENTAL DETERMINATION

The project is Categorically Exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301(e)(1) – Existing Facilities.

PROJECT HISTORY

June 17, 2020 – First hearing before the DRC
July 31, 2020 – Required action date

NEIGHBOR APPROVAL/OBJECTION LETTERS

Approve – 9
Object – 0
No response – 2

DESIGN REVIEW FINDINGS

In addition to the required findings, the Code allows the DRC to consider the following items when reviewing roof material applications: 1. Fire, wind and/or earthquake safety; 2. Structural integrity; 3. The extent the roof is exposed to public view or view by neighbors; and 4. The ability of the proposed roofing material to successfully dispose of rainwater for the particular house.

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 legal neighborhood is predominately improved with natural wood and simulated concrete tile roofing materials. The property to the immediate east of the project, 1735 Sharon Place, is improved with composition shingle material. The use of composition shingle roofing material on the residence that provides a wood textured appearance would be compatible with the existing streetscape. The residence shares similar roof pitch and form with adjacent structures, the proposed roofing material will not alter these features.

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

Comment: The applicant has yet to demonstrate that the proposed roofing material and color would be consistent with the material and color installed on the detached garage.
Luxury Shingles

Color Availability

- Aged Bark
- Chestnut
- Country Gray
- Max Def Black Walnut
- Moire Black
- Mountain Timber
- Old Overton
- Platinum
- Shenandoah

Shown in Shenandoah

Landmark TL
Triple Laminate

- Three-piece laminated fiber glass construction
- Rustic appearance of hand-split wood shakes
- 305 lbs. per square
- Lifetime limited transferable warranty - residential*
- 50-year limited transferable warranty - group-owned or commercial*
- 15-year StreakFighter® algae-resistance warranty (where available)
- 10-year SureStart™ protection
- 15-year 110 mph wind-resistance warranty
- Wind warranty upgrade to 130 mph available.
  CertainTeed starter and CertainTeed hip and ridge required
- CertainTeed Starter and hip and ridge accessory available
  (see details in back of brochure)

* See warranty for specific details and limitations.

CertainTeed products are tested to ensure the highest quality and comply with the following industry standards:

Fire Resistance:
- UL Class A
- UL certified to meet ASTM D3018 Type 1

Wind Resistance:
- UL certified to meet ASTM D3018 Type 1
- ASTM D3161 Class F

Tear Resistance:
- UL certified to meet ASTM D3482
- CSA standard A123.5

Wind Driven Rain Resistance:

Quality Standards:
- ICC-ES-ESR-1389
TO: Chair Cheng and Members of the Design Review Committee  
FROM: Eva Choi, Associate Planner  
DATE: June 17, 2020  
SUBJECT: DESIGN REVIEW CASE NO. DRC20-25  
1355 BRADBURY RD., (PASCARELLA)

PROJECT DESCRIPTION

The applicant proposes to install CertainTeed, Presidential Shake TL in the Country Gray color. The CertainTeed, Presidential Shake TL product is a fiberglass composition material; it is on the City’s Pre-Approved Roof Materials Colors and Application List for use on structures that currently have permitted fiberglass roofing material.

The existing residence with an attached garage is improved with natural wood shake material. For this reason, the proposed material is subject to Design Review approval.

In November 2019, the DRC approved the proposed product, Presidential Shake TL in the Country Gray color, for installation at 975 Winston Avenue. The product was installed in January of this year.

ENVIRONMENTAL DETERMINATION

The project is Categorically Exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301(e)(1) – Existing Facilities

PROJECT HISTORY

June 17, 2020 – First hearing before the DRC  
July 31, 2020 – Required action date

NEIGHBOR APPROVAL/OBJECTION LETTERS

Approve – 9
DESIGN REVIEW FINDINGS

In addition to the required findings, the Code allows the DRC to consider the following items when reviewing roof material applications: 1. Fire, wind and/or earthquake safety; 2. Structural integrity; 3. The extent the roof is exposed to public view or view by neighbors; and 4. The ability of the proposed roofing material to successfully dispose of rainwater for the particular house.

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: Neighboring structures within the legal neighborhood are improved with simulated concrete tile, natural wood, and composition shingle roofing materials. Staff finds the proposed composition shingle material would be compatible with the overall streetscape along Huntington Drive and along Bradbury Road.

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 proposed composition shingle roofing material in the Country Gray color would be compatible with the existing medium-pitched roof. The proposed material employs a three-layer construction and would result in a similar appearance and textured quality of natural roofing material.
LUXURY SHINGLES

PRESIDENTIAL SHAKE® TL

- Three-piece laminated fiberglass construction
- Distinctive sculpted, rustic look
- 475 lbs. per square
- Lifetime limited transferable warranty - residential*
- 50-year limited transferable warranty - group-owned or commercial*
- 15-year StreakFighter® algae-resistance warranty (where available)
- 10-year SureStart™ protection
- 15-year 110 mph wind-resistance warranty
- Wind warranty upgrade to 130 mph available. CertainTeed starter and CertainTeed hip and ridge required
- Presidential Starter (required) and hip and ridge accessory available (see details in back of brochure)
- Select colors can be used to comply with the 2016 California Title 24 Part 6 Cool Roof Requirements

CertainTeed products are tested to ensure the highest quality and comply with the following industry standards:

Fire Resistance:
- UL Class A
- UL certified to meet ASTM D3018 Type I

Wind Resistance:
- UL certified to meet ASTM D3018 Type I
- ASTM D3161 Class A

Tear Resistance:
- UL certified to meet ASTM D5462
- CSA standard A123.5

Wind Driven Rain Resistance:

Quality Standards:
- ICC-ES-ESR-389 & ESR-3537

COLOR AVAILABILITY

- Aged Bark
- Autumn Blend
- Charcoal Black
- Country Gray
- Platinum
- Shadow Gray
- Solaris Autumn Blend CRRC Product ID 0688-0027
- Solaris Charcoal Black CRRC Product ID 0668-012
- Solaris Country Gray CRRC Product ID 0668-0128
- Solaris Shadow Gray CRRC Product ID 0668-014

* See warranty for specific details and limitations.
Technical Data Sheet
Presidential Shake® TL Shingles
Presidential Shake® Shingles

PRODUCT INFORMATION

Presidential Shake TL, with its sculpted rustic edges, is constructed using three laminated layers of the industry’s strongest, most durable materials, making it one of the thickest, toughest and best looking shingles on the market. It has the beauty of a wood shake with less cost and better performance. It is designed to resist blow off in high wind conditions up to 110-mp/h with normal installation and 130-mp/h with special installation.

Presidential Shake, with its unique sculptured tab, provides the distinct styling, depth and dimension of wood shakes. It is constructed using two laminated layers of the industry’s strongest, most durable roofing materials. It is designed to resist blow off in high wind conditions up to 110-mp/h with normal installation and 130-mp/h with special installation.

Presidential Shake TL AR (Algae Resistant) and Presidential Shake AR (Algae Resistant) shingles help protect against staining or discoloration caused by algae.

Colors: Please refer to the product brochure or CertainTeed website for the colors available in your region.

Limitations: It is recommended to apply these shingles at slopes of 4" per foot slope and greater in order to achieve optimum appearance. Low slope applications (2" up to 4" per foot) of Presidential TL shingles require CertainTeed’s WinterGuard® Waterproofing Shingle Underlayment, or its equivalent meeting ASTM D1970, be applied to the entire deck surface, according to application instructions provided with the product and on the shingle package. For low slope applications of Presidential Shake shingles apply CertainTeed WinterGuard Waterproofing Shingle Underlayment or its equivalent, or two layers of 36" wide felt shingle underlayment (Roofers’ Select® High-Performance Underlayment or product meeting ASTM D4869 or ASTM D6757) lapped 19", over entire deck according to the application instructions provided with the product. In areas where icing along the eaves can cause the back-up of water (all slopes), apply WinterGuard, or its equivalent, according to application instructions provided with the product and on the shingle package.

On slopes greater than 21" per foot, use nine nails and apply spots of roofing cement under each shingle tab, according to application instructions provided with the product and the shingle package.

Product Composition: Presidential Shake TL and Presidential Shake shingles are composed of a fiber glass mat base. Ceramic-coated mineral granules are tightly embedded in carefully refined, water-resistant asphalt. The laminated pieces are firmly adhered in a special tough asphaltic cement. These fiber glass based shingles have self-sealing adhesive applied.

Applicable Standards:
ASTM D3018 Type 1
ASTM D3462
ASTM E108 Class A Fire Resistance
ASTM D3161 Wind Resistance
   Class A: Presidential TL (Fremont, CA)
   Class F: Presidential (Fremont, CA)
   Class F: Presidential TL (Shakopee, MN)
ASTM D7158 Class H Wind Resistance
UL 790 Class A Fire Resistance
ICC-ES ESR-1389 & ESR-3537
CSA Standard A123.5
Miami-Dade Product Control Approved (Regional)
Florida Product Approval # FL5444
TDI Windstorm Resistance
Technical Data Sheet (Continued)
Presidential Shingles

Technical Data:

<table>
<thead>
<tr>
<th></th>
<th>Presidential Shake</th>
<th>Presidential Shake TL</th>
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<tbody>
<tr>
<td>Weight/Square (approx.)</td>
<td>355 lb.</td>
<td>475 lb.</td>
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<td>Dimensions (overall):</td>
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<td>14 1/4&quot; x 40&quot;</td>
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<td>Shingles/Square:</td>
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<td>90</td>
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<tr>
<td>Weather Exposure:</td>
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</table>

INSTALLATION

The following is a general summary of the installation methods. Detailed installation instructions are supplied on each bundle of Presidential Shake TL and Presidential Shake shingles and must be followed. Separate application sheets may also be obtained from CertainTeced.

**IMPORTANT NOTE** - Presidential Starter or an approved alternative starter system must be used for the two-layered starter course.

**Roof Deck Requirements:** Apply shingles to minimum 3/8" thick plywood, minimum 7/16" thick non-veneer, or minimum 1" thick (nominal) wood decks. The plywood or non-veneer decks must comply with the specifications of APA – The Engineered Wood Association.

**Ventilation:** Provisions for ventilation should meet or exceed current HUD Standards. To ensure adequate balance ventilation, use a combination of continuous ridge ventilation (using CertainTeed Ridge Vent products, or a comparable product with an external baffle) combined with soffit venting.

**Valleys:** Open valley is recommended. Valley liner must be applied before shingles. It must be minimum 18" wide 16 oz. copper, or its equivalent, installed over 36" wide self-adhering CertainTeed WinterGuard Waterproofing Shingle Underlayment (apply directly to deck), or applied over 36" wide mineral surfaced roll roofing. After WinterGuard has been applied, install the 16-oz. copper centered in the valley. For application of copper valley, use copper cleats or large head copper nails. Closed-Cut valley application is an acceptable alternate, provided the shingles are not damaged while being formed into place. Refer to the application instructions on the shingle packaging for further information.

**Underlayment:**

On slopes 4° per foot or greater, CertainTeed recommends one layer of DiamondDeck® Synthetic Underlayment, or Roofers' Select High-Performance shingle underlayment, or shingle underlayment meeting ASTM D226, D4869 or ASTM D6757. Always ensure sufficient deck ventilation, and take particular care when DiamondDeck or other synthetic underlayment is installed. For UL fire rating, underlayment may be required. Corrosion-resistant drip edge is recommended and should be placed over the underlayment at the rake and beneath the underlayment at the eaves. Follow manufacturer's application instructions.

On low slopes (2° up to 4° per foot), one layer of CertainTeed's WinterGuard Waterproofing Shingle Underlayment (or equivalent meeting ASTM D1970) or two layers of 36" wide felt shingle underlayment (Roofers' Select High-Performance Underlayment or product meeting ASTM D226, D4869 or ASTM D6757) lapped 19" must be applied over the entire roof, ensure sufficient deck ventilation. When DiamondDeck or other synthetic underlayment is installed, weather-lap at least 20" and ensure sufficient deck ventilation. When WinterGuard is applied to the rake area, the drip edge may be installed under or over WinterGuard. At the eave, when WinterGuard does not overlap the gutter or fascia, the drip edge should be installed under WinterGuard. When WinterGuard overlaps the fascia or gutter, the drip edge or other metal must be installed over it. Follow manufacturer's application instructions.
Technical Data Sheet (Continued)
Presidential Shingles

Standard Fastening: For slopes of 21" per foot or less, five fasteners are required per shingle. Nails are required for Presidential TL. Fasteners are to be located on the nailing guide line, 9" above the lowermost edge of the shingle, two located 1 to 1-1/2" in from each edge and the remaining three evenly spaced between (about 9" to 10" apart). Fasteners must be of sufficient length to penetrate into the deck 3/4" into or through the thickness of the decking, whichever is less. Nails are to be 11- or 12-gauge, corrosion-resistant roofing nails with 3/8" heads. Staples are not allowed for fastening Presidential TL.

Steep Slope Fastening: For roof slopes greater than 21" per foot, nine fasteners are required per shingle. Nails are required for Presidential TL. After applying 5 nails in nailing guideline, apply 4 nails 1" above tab cutouts, making certain tabs of overlying shingle covers nails. Also at slopes greater than 21" per foot, apply spots of roofing cement under each shingle tab, according to application instructions provided for the product and on the shingle package.

Standard Application: Presidential Starter or an approved alternative starter system must be used for the two-layered starter course. The required application method is the 5" & 15" Offset, Four-Course, Diagonal Method found on each bundle of shingles. These shingles may be used for new construction or for reroofing over one layer of old shingles, but due to the heavy weight of this shingle, it is important to determine that the roof deck system is satisfactory for the application of these shingles. Refer to product wrap for detailed reroofing limitations. All shingles on the finished roof must be applied with five fasteners. Always cut shingles from the left edge.

Flashing: Use corrosion-resistant metal flashing. Please refer to illustration on our shingle packaging.

Hips and Ridges: Use Cedar Crest or Mountain Ridge® shingles of a like color for capping the hips and ridges.

MAINTENANCE
Presidential Shake TL and Presidential Shake shingles require virtually no maintenance when installed according to manufacturer's application instructions. However, to protect the investment, any roof should be routinely inspected at least once a year. Older roofs should be looked at more frequently.

WARRANTY
Presidential Shake and Presidential Shake TL carry a lifetime limited transferable warranty against manufacturing defects for the original homeowner. In addition, both Presidential Shake TL and Presidential Shake shingles also carry 10-years of SureStart™ Protection. For specific warranty details and limitations, refer to the warranty itself (available from the local supplier, roofing contractor or on-line at www.certainteed.com).

FOR MORE INFORMATION
Sales Support Group: 800-233-6990
Web site: www.certainteed.com
See us at our on-line specification writing tool, CertaSpec, at www.certainteed.com/certaspec.

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