

City of Del Mar

Design Review Board Agenda

Del Mar Town Hall
1050 Camino Del Mar

5:00 P.M.

Please Note Special Start Time

Wednesday, July 25, 2018

Tim Haviland

Chair

Beth Levine

Vice-Chair

Bill Michalsky

Board Member

John Goodkind

Board Member

Terry Gaasterland

Board Member

Edward Yuskiewicz

Board Member

Glenn Warren

Board Member

Chris Moore

Ex-Officio (Primary)

Jianshan Liang

Ex-Officio (Alternate)

Kathleen A. Garcia

Planning and Community
Development Director

Matt Bator

Principal Planner

It is the intention of your Design Review Board to be receptive to your concerns about your community. Your participation in local government will assure a responsible and efficient City of Del Mar.

The Design Review Board is composed of seven (7) Del Mar residents appointed by the City Council and an eighth member known as an ex-officio member. The ex-officio is a design professional appointed by the City Council to provide the DRB members with input on architectural questions. The ex-officio is not a voting member of the Design Review Board.

Regular Meetings of the Design Review Board are held on the fourth Wednesday of the month, beginning at 6:00 p.m. For further information regarding the scheduling of meetings or meeting agendas, check the **City's web-site at www.delmar.ca.us**, or call the Planning Department's office at 858-755-9313. A full Design Review Board agenda packet with all backup information is available at City Hall, the Del Mar Library, and on the City's web site the Friday before each Design Review Board meeting.

Applicants shall limit their presentations to 10 minutes or less. Other speakers may address the Design Review Board for three minutes on items on the Agenda, except Administrative Hearings. Please submit a "Request to Speak" form to the staff member prior to the Chair announcing the agenda item. The forms are located near the door at the rear of the Meeting Room. The Agenda item number being addressed should appear on the speaker slip. The Chair will call you forward at the appropriate time. The applicant or authorized representative must be present in order to ensure action by the Board.

When addressing the Design Review Board, please step up to the podium and state your name and address for the record. There is a time limit of three minutes, unless additional time has been arranged with the Chair in advance. Whenever possible, lengthy testimony should be presented to the Board members in writing and only pertinent points presented orally.

Consent Calendar: Items are eligible to be placed on the Consent Calendar if no concerns regarding their consistency with the Design Review Ordinances are raised by the Design Review Board members or the public. Agenda items on the Consent Calendar will be voted on as a block and these items will not have full public hearings. In placing an item on the Consent Calendar, the Board members are making the determination that after reading the staff report and visiting the site, the project as conditioned by staff, is consistent with the DRO. Any member of the public can have an item removed from the Consent Calendar and given a full hearing by: sending an email expressing their concern, submitting a speaker slip, or indicating from the audience that they wish

the item to be heard. The Consent Calendar is considered by the Design Review Board near the beginning of the agenda.

This notice will be the only written notice sent. Items, which are continued by the DRB from one DRB meeting to another “time certain” meeting date, will not be re-noticed through the mail.

Final Action: The decision of the Design Review Board is final unless a written appeal is filed with the City Clerk, accompanied with a processing fee, within ten (10) working days from the date of notice of the action taken on the application. An approved permit shall not be valid until the 10-day appeal period has expired. The appeal is then forwarded to the City Council, which determines at the Initial Consideration whether to reject the appeal, thereby upholding the Design Review Board’s decision, or to set the matter for a subsequent date for a new (de novo) public hearing review. If a de novo public hearing is set by the City Council, an additional fee will be required.

Special Needs: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk’s office at 1050 Camino del Mar, or by calling 858-755-9313. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

As a courtesy to all meeting attendees, **please set cellular phones, pagers and other electronic devices to silent mode.** If you need to engage in a phone conversation, please do so outside of the Board members’ Chambers.

Correspondence: Please direct correspondence to the Planning staff member noted as the “Contact Person” under the agenda item. Staff will distribute correspondence received on application items to DRB members based on the following schedule:

- Received prior to the Wednesday of the week before the DRB hearing: Reproduced and included in the exhibits(s) for the corresponding staff report
- Received starting on Thursday of the week prior to the DRB meeting up until 3:00 p.m. on the day of the DRB hearing: Scanned, e-mailed to DRB members and uploaded to City’s website.
- Received after 3:00 p.m. on the day of the DRB meeting: Reproduced and distributed at DRB meeting.

Meeting Decorum:

All persons attending the Design Review Board meeting shall conduct themselves in a courteous and respectful manner. Comments shall be directed to the members of the Board, rather than to others in attendance at the meeting. The Chairperson (or Vice Chair or Chair pro-tem in their absence), is designated as the parliamentarian for the meeting. As deemed appropriate, they may interrupt a speaker with instruction to redirect their remarks to relevant points on the agenda item before the Board. They may also terminate a speaker’s oral presentation if comments continue to be non-relevant or become disrespectful.

NOTE: The DRB members have expressed their preference that correspondence be submitted as early as possible so that they may have adequate time to review the material.

All correspondence is maintained in [active] application files for review by applicants and interested parties.

The entirety of the City of Del Mar is located within the Coastal Zone. Some of the development projects listed on this agenda, as noted, require the receipt of a Coastal Development Permit. Some of these projects may also lie in what is known as the “Coastal Development Appeals Area”. For the projects located in the appeals area, the City’s action on the requested Coastal Development Permit may be appealed to the California Coastal Commission. An appeal may be filed with the Coastal Commission within the ten calendar days following the Coastal Commission’s receipt of a notice from the City of its final action on the Coastal Development Permit application. However, before an appeal may be filed with the Coastal Commission, the City’s action on the CDP application must be final, meaning that all of the City’s [separate and internal] appeals processes must first be exhausted.

ROLL CALL

APPROVAL OF MINUTES

Design Review Board Hearing Minutes of:

- June 27, 2018

UPDATE

HEARING FROM AUDIENCE ON ITEMS NOT LISTED ON THE AGENDA (ORAL COMMUNICATIONS)

DESIGN REVIEW BOARD/STAFF DISCUSSION (Non-Application Items)

- 1) DRB Meeting Start Time Discussion

DISCUSSION AND BRIEFING (Application Items)

CONSENT CALENDAR

The Design Review Board at the beginning of the meeting can place any item on the agenda upon the Consent Calendar. Consent Calendar items are not subject to public testimony. If you have a concern and wish to present information to the DRB, you must be present at the beginning of the meeting to ensure the item will not be placed on consent, or write a letter to the DRB prior to the meeting expressing why the application should be taken off the Consent Calendar.

ADMINISTRATIVE APPLICATION(S):

ITEM 1 **AMOD18-005**

APN: 298-421-12

Location: 107 Via de la Valle

Owners/Applicants: Timothy and Kimberly Schnell

Applicant's Representative: Sam Blick

Zone: R1-14

Overlay Zone: Bluff Slope and Canyon; Lagoon; Flood Plain

Environmental Status: Exempt

Contact Person: Matt Bator, Principal Planner

Description: A request to modify a previously-approved Design Review Permit (DRB15-015) to construct six-foot-tall concrete block walls along the north and west property boundaries of the subject lot.

MODIFICATION APPLICATION(S):

ITEM 2 **MOD18-003** **CDP18-010**

APN: 299-020-11

Location: 2938 Sandy Lane

Owners/Applicants: Henrik and Charlotte Jorst

Applicant's Representative: Bokal and Sneed Architects

Zone: R1-10B

Overlay Zone: Beach, Flood Plain

Environmental Status: Exempt

Contact Person: Jean Crutchfield, Associate Planner

Description: A request to modify a previously-approved Design Review Permit (DRB15-019) and Coastal Development Permit to include: constructing an additional 647 square-feet of floor area to a

previously-approved two-story, single-family residence; window/door modifications; slight shift in location of approved pool/spa; and an approximately 13-inch roof ridge height increase located over the one-story living room.

*Note: This project is located within the Appeals Jurisdiction of the California Coastal Commission.

NEW APPLICATION(S):

ITEM 3
DRB16-025
CDP16-016

APN: 300-182-07-02
Location: 158 6th Street
Owners/Applicants: Robert E. Boyce Revocable Trust UDT March 29, 2007
Applicant's Representative: Warren Scott, AIA
Zone: R-2
Environmental Status: Categorically Exempt per CEQA Guidelines Section 15303 (a) (Class 3 – New Construction or Conversion of Small Structures) in that the Project proposes the construction of one new single-family residence.
Contact Person: Evan Langan, AICP, Associate Planner
Description: A request to demolish one unit of a detached duplex (two units), and construction of one new, single-story, detached duplex unit with a basement and attached, single-vehicle garage.

** This property is located within the Appeals Jurisdiction of the California Coastal Commission.

ITEM 4
DRB17-027
CDP17-011

APN: 300-041-04
Location: 1373 Crest Road
Owner/Applicant: John M. Musser II and Nicoletta Larucci Musser
Applicant's Representative: Craig Frieauf Architects, Inc.
Zone: R1-40
Overlay Zone: WUI, BSC
Environmental Status: Categorically Exempt per CEQA Guidelines Section 15301 (e) (Class 1 - Existing Facilities), in that the Project proposes nominal additions to an existing single-family dwelling.
Contact Person: Evan Langan, AICP, Associate Planner
Description: A request to construct a second-story, in conjunction with a new entryway and attached, single-vehicle carport, to an existing single-story residence.

** This property is located within the Appeals Jurisdiction of the California Coastal Commission.

ITEM 5
DRB18-005
CDP18-003

APN: 299-091-02
Location: 2427 Camino Del Mar
Owner/Applicant: Ernest Hahn and Kristin Hahn, Trustees of the Ray Family Trust dated August 25, 1999
Applicant's Representative: Bokal and Sneed Architects
Zone: RM-East
Overlay Zone: Floodplain
Environmental Status: Categorically Exempt per CEQA Guidelines Section 15303 (a) (Class 3 – New Construction or Conversion of Small Structures) in that the Project proposes the construction of one new single-family residence.

Contact Person: Evan Langan, AICP, Associate Planner

Description: A request to demolish an existing, single-story, single-family residence, and construction of a new, two-story, single-family residence.

** This property is located within the Appeals Jurisdiction of the California Coastal Commission.

ITEM 6
DRB18-009

APN: 300-401-10

Location: 1101 Camino Del Mar

Owner/Applicant: Wayne & Junie Young

Zone: CC

Environmental Status: Exempt

Contact Person: Jennifer Gavin, Associate Planner

Description: A request to enclose 421 square feet of an existing carport into a two-car garage.

ADJOURNMENT

I, Tanner Barclay, Assistant Planner for the City of Del Mar, certify that a copy of the foregoing was posted at the Del Mar City Hall on Thursday, July 12, 2018.



Tanner Barclay, Assistant Planner