

# City of Del Mar

## Design Review Board Agenda

Del Mar Town Hall – **VIA TELECONFERENCE ONLY**

**1050 Camino Del Mar**

6:00 P.M. (or as soon thereafter as practicable)

Wednesday, September 23, 2020

**Remote Regular Meeting**  
**VIA TELECONFERENCE ONLY**  
**Wednesday, September 23, 2020 at 6:00 PM**

Pursuant to the State of California Executive Order N-25-20, and in the interest of public health, the City of Del Mar is temporarily taking actions to mitigate the COVID-19 pandemic by holding Design Review Board Meetings electronically or by teleconference. The Town Hall will not be open to the public for this meeting.

**Beth Levine**  
Chair

**Glenn Warren**  
Vice Chair

**Jason Dempsey**  
Board Member

**John Goodkind**  
Board Member

**Amy Isackson**  
Board Member

**Julie Maxey-Allison**  
Board Member

**Ed Yuskiewicz**  
Board Member

**Elena Oanta**  
Ex-Officio (Primary)

**Philip Szymanski**  
Ex-Officio (Alternate)

**Joseph Smith**  
Planning and Community  
Development Director

**Matt Bator**  
Principal Planner

### **Public Participation/Comment**

Members of the public can participate in the meeting by either submitting written correspondence via email to the Planning Department at [planning@delmar.ca.us](mailto:planning@delmar.ca.us), or by speaking remotely during the meeting. To submit a tele-comment request form please visit: [www.delmar.ca.us/publiccomment](http://www.delmar.ca.us/publiccomment). The subject line of your email or tele-comment request should clearly state the item number about which you would like to comment. The deadline to submit written comments and/or tele-comment requests is 12 p.m. on the day of the meeting.

If you desire to have your comment read into the record, in lieu of speaking in-person at the tele-meeting, please note that in the email subject line and limit the comment to 500 words or less. There is no character limit for comments not being read into the record. All comments will be transmitted to the Design Review Board prior to the start of the meeting.

### **Viewing the Meeting and Access to Agenda Materials**

Members of the public can watch the meeting live on the City's website at: <http://delmar.12milesout.com/Video/Live> and on Cable TV Spectrum Ch. 24, AT&T Ch. 99 starting at 6:00 PM.

Agenda materials and communications from the public on agenda items, "Red Dots", are available on the City's website only, as City Hall and the Del Mar Library are currently closed to the public. <http://www.delmar.ca.us/AgendaCenter>

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](http://www.delmar.ca.us), or call the Planning Department's office at 858-755-9313.

**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. The Consent Calendar is considered by the Design Review Board near the beginning of the agenda.

**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 Administrative Services Department via email at [cityclerk@delmar.ca.us](mailto:cityclerk@delmar.ca.us) or by calling 858-755-9313, preferably at least 48 hours in advance of the meeting if possible.

**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 3:30 p.m. on the day of the DRB hearing: Scanned, e-mailed to DRB members and uploaded to City's website.
- Received after 3:30 p.m. on the day of the DRB meeting: Uploaded to City's website

**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**

1. Design Review Board Hearing Minutes of August 26, 2020

### **UPDATE**

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

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

### **DISCUSSION AND BRIEFING** (Application Items)

1. Selection of Officers
2. Approval of Design Review Board Policy Update

### **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.

### **CONTINUED APPLICATIONS:**

#### **ITEM 1**

**DRB19-006**  
**CDP19-005**  
**LC19-005**  
**TRP19-002**

**APN:** 300-030-80

**Location:** 429 Carolina Road

**Owners/Applicants:** Troy and Sherri Williams

**Applicant's Representative:** JDF Design and Drafting, LLC (Jim Frisbee)

**Zone:** R1-10

**Environmental Status:** Categorically Exempt per Section 15303 (a) (Class 3 – New Construction or Conversion of Small Structures)

**Contact Person:** Evan Langan, AICP, Associate Planner

**Description:** Proposed demolition of an existing residential unit and detached garage, and construction of a new, single-story residential unit with attached garage, in conjunction with grading, new landscaping and the removal of five Monterey Cypress Trees from the public right of way.

**ITEM 2**  
**DRB19-032**  
**CDP19-025**  
**LC19-016**

**APN:** 299-185-05  
**Location:** 355 Bellaire Street  
**Owners/Applicants:** DMIG 355 Bellaire, LLC  
**Applicant's Representative:**  
Howard Gad (Heritage West Development Company)  
**Zone:** R1-10  
**Environmental Status:** Categorically Exempt per Section 15303 (a)  
(Class 3 – New Construction or Conversion of Small Structures) of the  
CEQA.  
**Staff Contact:** Evan Langan, AICP, Associate Planner  
**Description:** Proposed demolition of an existing residential unit, and  
construction of a new, single-story residential unit over basement, with both  
attached and detached garages, in conjunction with grading and  
landscaping.

**ADJOURNMENT**

I, Adriana Jaramishian, 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, September 10, 2020.



Adriana Jaramishian, Assistant Planner