



City of Del Mar

Design Review Board **Revised** Agenda

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

1050 Camino Del Mar

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

Wednesday, December 14, 2022

John Goodkind
Chair

Tina Thomas
Vice Chair

Amy Isackson
Board Member

Beth Levine
Board Member

Glenn Warren
Board Member

Greg Rothnem
Board Member

Philip Szymanski
Ex-Officio (Primary)

Elena Oanta
Ex-Officio (Alternate)

Karen Brindley
Planning and
Community
Development Director

Matt Bator
Principal Planner

Civility Works: The Del Mar Code of Civil Discourse:
***Together we will promote inclusion; listen to understand;
show respect; be clear and fair; and focus on the issue.***

Remote Regular Meeting
VIA TELECONFERENCE ONLY
Wednesday, December 14, 2022, at 6:00 PM

In the interest of public health, and consistent with the provisions of Assembly Bill 361 (AB 361) and related resolutions adopted by the Del Mar City Council, 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.

Public Participation/Comment

Members of the public can participate in the meeting by either submitting a written red dot comment via email to planning@delmar.ca.us or by speaking live using the Zoom link and/or dial-in information provided below. The deadline to submit written comments is 12 p.m. on the day of the meeting and the subject line of your email should clearly state the agenda item you are commenting on. Those wishing to comment live should join the Zoom meeting when the item(s) they wish to speak on is announced or at the meeting start time for items not on the agenda.

Zoom Link:

<https://us02web.zoom.us/j/89670991856?pwd=bkZvRTlDM1FqREMxeVE2c0czdndGUT09>

Phone: (669) 900-6833
Meeting ID: 896 7099 1856

While registration is not required, staff recommends members of the public submit an optional tele-comment request form (www.delmar.ca.us/telecomment) to assist with speaker management during the meeting. For more information please visit: www.delmar.ca.us/publiccomment.

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 <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, 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 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 October 26, 2022.
2. Design Review Board Hearing Minutes of November 16, 2022.

UPDATE

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

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

1. Selection of DRB Chair, Vice Chair, and Substantial Conformance Officer
2. Board review and acceptance of ADU Subcommittee Memo to City Council

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.

CONTINUED APPLICATIONS:

ITEM 1

DRB22-009

CDP22-007

LC22-003

APN: 300-172-19-00

Location: 931 Stratford Court

Owner/ Applicant: David Sweeney, Trustee of Buckeye Investments, Inc.

Applicant Representative: Brian Church

Zone: R2

Environmental Status: Exempt

Staff Contact: Jennifer Gavin, Associate Planner

Description: A request for *Design Review, Coastal Development, and Land Conservation Permits* to demolish an existing one-story single-unit

residence and construct a replacement two-story, single-unit residence over an FAR-exempt basement with associated grading and site improvements.

ITEM 2
DRB22-015

APN: 300-400-21
Location: 1128 Cuchara Drive
Owner/ Applicant: Vladimir Novakovic
Applicant Representative: Kevin Farrell, Farrell Design Associates, Inc.
Zone: R1-10
Environmental Status: Exempt
Staff Contact: Madeline Shute, Assistant Planner
Description: A request for a *Design Review Permit* to: construct a 130 square-foot balcony at the south elevation of the existing guest room, located above the existing garage; install a pedestrian entry door at the east elevation of the garage; extend the garage roof eave 12-inches to the east; construct a 42-inch-high fence and entry gate along the east and southeast property line; construct 48-inch-high retaining walls at the north and south sides of the ADU; install 42-inch-high safety rail on the existing deck; construct a 36-inch high block wall with 42-inch high fencing along the western property line; construct a 4'8" high pool equipment enclosure on the west side of the existing guest room; install one mini-split air conditioning unit under the pool deck and another at the north side of the primary dwelling, and replace windows with a sliding door on the south elevation of the guest room; replace the garage door and install various landscape lighting fixtures.

NEW APPLICATIONS:

ITEM 3
DRB22-023
CDP22-016
LC22-007

APN: 300-145-04
Location: 1130 Crest Road
Owner/ Applicant: Julie Singletary
Applicant Representative: Jennifer Bolyn, EOS Architecture
Zone: R1-10
Overlay: Wildland Urban Interface
Environmental Status: Exempt
Staff Contact: Jean Crutchfield, Associate Planner
Description: A request for *Design Review, Coastal Development, and Land Conservation Permits* to allow the demolition of a one-story, single unit dwelling and construction of a two-story, single unit dwelling with an attached garage over an FAR-exempt basement, associated grading, pool, landscape and other site improvements.

ITEM 4
DRB22-026

APN: 299-220-71
Location: 376 Serpentine Drive
Owner/ Applicant: Mark Rittenbaum
Applicant Representative: Rich Bokal
Zone: R1-10
Environmental Status: Exempt
Staff Contact: Madeline Shute, Assistant Planner
Description: A request for a *Design Review Permit* to construct a trellis on the existing first floor deck on the west side of the home.

ADJOURNMENT

I, Madeline Shute, 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 December 1, 2022.

A handwritten signature in black ink, appearing to read "M Shute". The signature is written in a cursive style with a large, stylized initial "M".

Madeline Shute, Assistant Planner