



**CITY OF DEL MAR
DESIGN REVIEW BOARD REGULAR MEETING
ACTION MINUTES
June 22, 2022 – VIA TELECONFERENCE ONLY
Del Mar Town Hall
1050 Camino Del Mar, Del Mar, California**

The minutes set forth the actions taken by the Design Review Board on the matters stated. Audio/video recordings of the Design Review Board proceedings are retained for a period of ten years, in accordance with the City's Records Retention Schedule. Audio/video recordings, as well as written materials presented to the Design Review Board, including Red Dots (materials provided to the Design Review Board after the agenda has published), are available on the City's website at www.delmar.ca.us/AgendaCenter or by contacting the Planning Department at (858) 755-9313.

CALL TO ORDER

Chair Goodkind called the Regular Meeting to order at 6:04 p.m.

ROLL CALL

Present: Chair John Goodkind, Vice Chair Tina Thomas, Board Members, Glenn Warren, Beth Levine, Greg Rothnem, and Amy Isackson and Ex-Officio Philip Szymanski

Absent: Board Member Gala Yayla

Staff Members Present: Principal Planner Matt Bator, Senior Planner Jessica Evans, Associate Planner Jennifer Gavin, Associate Planner Jean Crutchfield, and Assistant Planner Madeline Shute

APPROVAL OF MINUTES

Design Review Board Hearing Minutes of May 25, 2022.

IT WAS MOVED BY BOARD MEMBER LEVINE, SECONDED BY VICE CHAIR THOMAS, TO APPROVE THE MAY 25, 2022, MINUTES AS AMENDED (VOTE 4-0-3, CHAIR GOODKIND AND BOARD MEMBER ISACKSON RECUSED AND BOARD MEMBER YAYLA ABSENT).

UPDATES

Principal Planner Bator gave the following updates to the Board:

1. At the June 22, 2022, Design Review Board meeting, Principal Planner Matt Bator provided an update on the Planning Department hiring a new Senior Planner, Jessica Evans.

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

None.

DESIGN REVIEW BOARD/STAFF DISCUSSION

None.

DISCUSSION AND BRIEFING (Application Items)

Principal Planner Bator reviewed the agenda and indicated items 1, 2, and 4 were eligible for the consent calendar.

CONSENT CALENDAR

ITEM 1

DRB20-004

(Landscape Plan)

APN: 300-174-11

Location: 128 8th Street

Owner/Applicant: Kenneth Little

Applicant Representative: Brian Church Architects

Zone: R2

Staff Contact: Jennifer Gavin, Associate Planner

Description: Pursuant to condition of approval DRB-1 of resolution DRB-2021-11 the applicant is returning for final approval of the landscape plan with recommendation for approval by the landscape subcommittee.

IT WAS MOVED BY BOARD MEMBER LEVINE, SECONDED BY BOARD MEMBER WARREN TO APPROVE ITEM 1 ON THE CONSENT CALENDAR (VOTE 6-0-1, BOARD MEMBER YAYLA ABSENT).

ITEM 2

DRB21-019

APN: 299-097-12

Location: 2204 Ocean Front

Owner/ Applicant: Ensign 1993 Trust

Applicant Representative: Brian Church Architects

Zone: R1-5B

Overlay: Beach and Floodplain

Environmental Status: Exempt

Staff Contact: Jean Crutchfield, Associate Planner

Description: A request for a *Design Review Permit* to remodel an existing two-story single-unit residence to include: enclosing 57 square-feet of an existing covered balcony on the south building elevation to habitable; enclosing 5 square-feet of a niche area on the first floor to remain non-habitable; converting the exterior staircase located south of the garage to a balcony; window/door modifications; and new exterior lighting fixtures.

IT WAS MOVED BY BOARD MEMBER LEVINE, SECONDED BY BOARD MEMBER WARREN TO APPROVE ITEM 2 ON THE CONSENT CALENDAR (VOTE 5-0-2, VICE CHAIR THOMAS RECUSED AND BOARD MEMBER YAYLA ABSENT).

ITEM 4

DRB22-012

APN: 299-260-21

Location: 472 Avenida Primavera

Owner/ Applicant: Ken & Esther Carpi

Applicant Representative: Bokal & Sneed Architects

Zone: R1-10

Environmental Status: Exempt

Staff Contact: Madeline Shute, Assistant Planner

Description: A request for a *Design Review Permit* to construct a 273 square-foot, one-story addition at the south elevation of existing primary residential dwelling unit.

IT WAS MOVED BY BOARD MEMBER LEVINE, SECONDED BY BOARD MEMBER WARREN TO APPROVE ITEM 4 ON THE CONSENT CALENDAR (VOTE 5-0-2, CHAIR GOODKIND RECUSED AND BOARD MEMBER YAYLA ABSENT).

ADJOURNMENT

Chair Goodkind adjourned the meeting at 6:18pm.

A handwritten signature in cursive script, appearing to read "M Shute".

Madeline Shute, Assistant Planner