

Old Town San Diego Design Review Board

MEETING AGENDA

Thursday, April 18th, 2019 at 9:30am

CONFERENCE ROOM 4C
DEVELOPMENT SERVICES BUILDING - 4TH FLOOR
1222 FIRST AVENUE, SAN DIEGO, CA 92101

Note: If a Sign Language Interpreter, aids for the visually impaired, or Alternative Listening Devices (ALDs) are required, please contact City Staff at 619-533-3945.

ITEM 1 - APPROVAL OF MINUTES

- January 15, 2015
- January 29, 2015
- June 22, 2015
- July 24, 2015
- March 18, 2016
- February 16, 2017
- April 27, 2017
- January 18, 2018
- March 22, 2018
- June 18, 2018

ITEM 2 – NON-AGENDA PUBLIC COMMENT

Issues within the jurisdiction of the Old Town San Diego Design Review Board not previously heard. Requests to speak should be submitted to Board Staff at the time of the meeting. **NOTE:** Each speaker will be allowed three (3) minutes.

ACTION ITEMS

ITEM 3 – OLD TOWN DESIGN REVIEW BOARD ANNUAL REPORT 2018

PTS #: N/A
Applicant: N/A
Staff: Vickie White, Sr. Planner, Planning Department
Location: N/A
Description: The City's Office of Boards & Commissions has requested the completion of a report documenting the Board's activities in 2018.
Today's Action: Provide input on draft report and approve submission of report.

ADJOURNMENT

ENCLOSURES:

1. Draft Minutes
2. Draft Annual Report 2018

Old Town San Diego Design Review Board

MEETING MINUTES

Thursday, January 15, 2015 at 9:00 AM

CONFERENCE ROOM 4C
DEVELOPMENT SERVICES DEPARTMENT BUILDING - 4TH FLOOR
1222 FIRST AVE, SAN DIEGO, CA 92101

THE MEETING WAS NOT HELD DUE TO LACK OF QUORUM.

The next regularly-scheduled Old Town Design Review Board Meeting will be on February 19, 2015 at 9:00 AM.

For more information, please contact Kelley Stanco at kstanco@sandiego.gov or 619-236-6545.

Old Town San Diego Design Review Board

MEETING MINUTES

Thursday, January 29, 2015 at 11:00 AM

CONFERENCE ROOM 4C
DEVELOPMENT SERVICES DEPARTMENT BUILDING - 4TH FLOOR
1222 FIRST AVE, SAN DIEGO, CA 92101

MEETING WAS CALLED TO ORDER AT 11:02 A.M. BY CHAIRPERSON CHUCK AMBERS

ATTENDANCE

OTDRB Members

Present Chuck Ambers (Chair); Conrado Gallardo; David McGuire; John Patterson
Absent None
Recusals None

City Staff

Planning Kelley Stanco, Vickie White
Engineering & Capital Katherine Comer Santos, Biologist III
Projects

Guests

Item 4 Sandra Pimentel, DecoBike

ITEM 1 - APPROVAL OF MINUTES

- None.

ITEM 2 - PUBLIC COMMENT

ISSUES WITHIN THE JURISDICTION OF THE OLD TOWN SAN DIEGO DESIGN REVIEW BOARD NOT PREVIOUSLY HEARD. REQUEST TO SPEAK SHOULD BE SUBMITTED TO THE SECRETARY AT THE TIME OF THE MEETING.

NOTE: THREE (3) MINUTES OF TIME PER SPEAKER

- None

ITEM 3 - ADMINISTRATIVE ITEMS

A. Board Administrative Matters and General Information

- Board members are required to file their Form 700 Statements of Economic Interest for 2014 by April 1, 2015.

B. Subcommittee Reports

- None
- C. Conflict of Interest Declarations
- None
- D. Staff Report
- Vickie White will be taking over as City staff to Old Town Design Review Board from Kelley Stanco. Vickie is the assigned Community Planner for the Old Town San Diego Community. Vickie can be reached at vwhite@sandiego.gov and 619-533-3945. Vickie will reach out to the Mayor's office to introduce herself and get an update on any pending or potential appointments to the vacant seats on the Design Review Board.
- E. Requests for Continuance
- None

ACTION ITEMS

ITEM 4: DECO BIKE STATIONS

PTS #: N/A

Applicant: Sandra Pimentel, Deco Bike

Location: 3990 Harney Street, 4050 Twiggs Street and Old Town Transit Center; Old Town Planned District; Council District 3

Description: The project proposes to install 3 bike-share stations at three locations in Old Town: 1) On the street in front of 3990 Harney Street; 2) In Parking Lot C at 4050 Twiggs Street; and at the Old Town Transit Station. These bike-share stations are part of a larger network of proposed stations throughout the City, which are intended to provide alternative transit options to the public. The OTDRB reviewed the proposal on September 15, 2014 and provided feedback and direction regarding the appearance of the proposed station. The applicant is returning to the OTDRB to present the revisions.

Today's Action: Review the design and location of the proposed stations for consistency with the Old San Diego Architectural and Site Development Standards and Criteria, and provide comment and direction to the applicant and staff regarding their consistency. If it is determined during subsequent City review that the installations require an Old Town Planned District Permit (Site Development Permit) the item will be returned to the Board for a final recommendation before proceeding to the decision maker.

Staff Presentation: None.

Applicant Presentation: Applicant provided illustrative concepts and designs for proposed Deco Bike stations in Old Town, revised per previous input from the Board. Wood grain decals will be provided on the upper portion of the station kiosk and on the face plates of the bicycle locking stations. The lower portion of the kiosk will be finished wood over metal. It is not possible to camouflage the bicycle locking stations in a cost-effective manner.

Public Comment: None.

Q&A:

Boardmember Issue or Question	Applicant's Response
Where will the station be located within the City parking lot at Harney and Juan Streets?	Between the motorcycle parking spaces and the handicapped parking spaces.
Will advertising be allowed on the Deco Bike stations?	Yes, display advertising is allowed on a portion of the station under the contract with the City. Deco Bike would be willing to not include an ad panel at the station in front of the Visitor's Center, but will insist on including an advertising panel at the Harney & Juan Streets parking lot and at the MTS transit center. Old Town stakeholders would not have any control over the content of the display ads.
Can the advertising panels be camouflaged?	Yes, they could be wrapped with vinyl decals.

Boardmember Discussion and Comment:

Boardmember	Comments
Ambers	Concerns about portions of station (bicycle locking stations) without proposed camouflage treatment. Not comfortable with display billboards which don't comply with the Old Town sign guidelines.

Recommended Modifications:

Recommend modifications to design to include camouflage treatment for more of the station structure. Board wants to see another round of revised renderings.

Motion: None.

ITEM 5: JUAN STREET CONCRETE REPLACEMENT: STREET TREE CHANGES

PTS #: 204753

Applicant: Katherine Comer Santos, Biologist III, Engineering & Capital Projects Department

Location: Juan Street; Old Town Planned District; Council District 3

Description: The Old Town Design Review Board previously reviewed and approved the Juan Street concrete replacement project. During the processing of the project, it was anticipated that existing street trees would remain intact. Now that construction has commenced, the applicant has discovered that replacement of the street trees and alteration of their locations will be required. Trees will be replaced with other specimens listed on the Old Town Design Guidelines, and the total number of street trees will not be reduced. The City’s Mitigation Monitoring Coordination staff has determined that the change is consistent with the existing environmental document. The applicant is seeking input from the Design Review Board on the change.

Today's Action: Recommend approval, conditional approval or denial to the decision maker for the proposed project request.

Staff Presentation: None.

Applicant Presentation: Engineering & Capital Projects staff is requesting comment from the board on proposed changes to the project scope. The project permit allows the City Manager (Development Services Department staff) to make these changes. The existing pepper trees along the Juan Street corridor (from Wallace Street to just beyond Mason Street) are uplifting the sidewalks. The trees have structural damage, and conflict with the proposed street lighting. Root pruning of the trees to install root barriers that would protect the new street infrastructure would push the existing trees to the verge of survival. Therefore, it is proposed that the existing trees be removed and replaced with trees from one of two plant palettes (A and B). Plant palette A includes native and non-native oak trees (coast live oak, holly oak, and cork oak) and one California fan palm. Plant palette B includes flame trees and Grevillea Robusta trees. All trees would be installed with root barriers.

Public Comment: None.

Q&A:

Boardmember Issue or Question	Applicant’s Response
Ambers: How many trees will be replanted?	A couple of trees more than the existing number.

Boardmember Discussion and Comment: None.

Recommended Modifications: None.

Motion:

MOTION BY BOARDMEMBER MCGUIRE TO RECOMMEND APPROVAL OF THE PROJECT MODIFICATIONS AND UTILIZATION OF PLANT PALETTE A.

Seconded by Boardmember Patterson.

Vote: 4-0-0

Adjourned at 12:10 PM

The next regularly-scheduled Old Town Design Review Board Meeting will be on February 19, 2015 at 9:00 AM.

For more information, please contact Vickie White at ywhite@san Diego.gov or 619-533-3945.

Old Town San Diego Design Review Board

MEETING MINUTES

Monday, June 22, 2015 at 9:00 AM

CONFERENCE ROOM 5B
DEVELOPMENT SERVICES DEPARTMENT BUILDING - 5TH FLOOR
1222 FIRST AVE, SAN DIEGO, CA 92101

MEETING WAS CALLED TO ORDER AT 9:03 A.M. BY CHAIRPERSON CHUCK AMBERS

ATTENDANCE

OTDRB Members

Present Chuck Ambers (Chair); Conrado Gallardo; David McGuire; John Patterson
Absent None
Recusals None

City Staff

Planning Vickie White
Development Services None
Misc None

Guests

Item 5 Roger Reynolds

ITEM 1 - APPROVAL OF MINUTES

A. Minutes of March 26, 2015

- a. Motion by Patterson, second by Gallardo, to approve the minutes as drafted.
Motion passed 4-0-0.

ITEM 2 - PUBLIC COMMENT

ISSUES WITHIN THE JURISDICTION OF THE OLD TOWN SAN DIEGO DESIGN REVIEW BOARD NOT PREVIOUSLY HEARD. REQUEST TO SPEAK SHOULD BE SUBMITTED TO THE SECRETARY AT THE TIME OF THE MEETING.

NOTE: THREE (3) MINUTES OF TIME PER SPEAKER

- None

ITEM 3 - ADMINISTRATIVE ITEMS

A. Board Administrative Matters and General Information

- None

- B. Subcommittee Reports
 - None
- C. Conflict of Interest Declarations
 - None
- D. Staff Report
 - None
- E. Requests for Continuance
 - Item 4 continued to meeting of July 16, 2015.

ACTION ITEMS

ITEM 4: DECO BIKE OLD TOWN STATIONS

PTS #: N/A

Applicant: Sandra Pimentel, Deco Bike

Location: 3990 Harney Street, 4050 Twiggs Street, and Old Town Transit Station; Old Town Planned District; Council District 3.

Description: The project proposes to install 3 bike-share stations at three locations in Old Town: 1) On the street in front of 3990 Harney Street; 2) In Parking Lot C at 4050 Twiggs Street; and at the Old Town Transit Station. These bike-share stations are part of a larger network of proposed stations throughout the City, which are intended to provide alternative transit options to the public. The OTDRB reviewed the proposal on September 15, 2014, and on January 29, 2015, and provided feedback and direction regarding the appearance of the proposed station. The applicant is returning to the OTDRB to present the revisions.

Today's Action: None – item continued to meeting of July 16, 2015.

ITEM 5 – COLE DUPLEX APARTMENTS

PTS #: 381810

Applicant: Roger Reynolds, Project Architect

Location: 2544 Juan Street, Old Town Planned District, Council District 3

Description: Site Development Permit to construct a 1,836 square foot duplex behind an existing single family residence on a 5,000 square foot lot at the corner of Juan Street and Twiggs Street.

Today's Action: Review the design of the proposed project for consistency with the Old San Diego Architectural and Site Development Standards and Criteria, and provide comment and direction to the applicant and staff regarding its consistency; and/or make a recommendation to the decision maker regarding the project.

Staff Presentation: None.

Applicant Presentation:

The proposed project would construct a new residential building containing two apartment units behind an existing home of the craftsman or cottage style located at the corner of Juan Street and Twiggs Street.

The project has been through one cycle of development project review with the City, and the applicant has had a meeting with City Staff including Corey Braun of Development Services Department and Kelley Stanco and Jenny An of the Planning Department to discuss comments from the Land Development Review Planning, Historic Resources, and Long Range Planning disciplines. That meeting resulted in the list of project changes included on the materials submitted to the Design Review Board. These changes included reorienting the apartment entrances to face Twiggs Street, increasing the roof slope, modifying the width of the proposed lap siding, utilizing boxed eaves. Staff stated that the proposed new building does not have to precisely replicate the style of the existing single family home.

Public Comment:

- None.

Q&A:

Boardmember Issue or Question	Applicant’s Response
Patterson: Is there any metal railing on the existing single-family residence?	No, there is not any metal railing.
McGuire: Will the parking be on-site?	Yes. There is one existing parking spot on site as well as an adjacent area of the project parcel that currently looks like an alley. The “alley” type area is where the two additional parking spaces will be located.
McGuire: Are you asking for any deviations?	Yes, we are asking for a deviation for a 5% reduction in the required street side yard setback.
McGuire: What is the proposed Floor Area Ratio?	The proposed project’s Floor Area Ratio is 0.56, and the maximum Floor Area Ratio for the zone is 0.6.
Ambers: Will the address of the front house also be used for the new rear units?	The address of the new units has not been determined yet. It may be either a Juan Street or a Twiggs Street address.
Ambers: Is the City still allowing new addresses with half-numbers (e.g. 2544 ½ Juan Street)?	Vickie White: Yes, I believe so.

Boardmember Issue or Question	Applicant's Response
Gallardo: Will the trim work on the new structure match the trim work on the existing single-family residence? For example, the treatment of the windows, the sashes and lintels, is very nice.	Yes, it will.

Boardmember Discussion and Comment:

Boardmember	Comments
Ambers	This is a nice project.
Gallardo	I would like to see the window treatments featured on the existing single family residence reflected in detail on the plans for the proposed duplex building.
McGuire	This is a good, straightforward project.
Patterson	Consider using railing material that simulates the appearance of wood. This is a subjective opinion on project design.

Recommended Modifications:

Modify window treatments on duplex building to reflect the window treatments featured on the existing single-family residence.

Motion:

MOTION BY BOARDMEMBER AMBERS TO APPROVE THE PROJECT WITH THE MODIFICATION OF THE WINDOW TREATMENT TO REFLECT THE DESIGN OF THE WINDOWS OF THE EXISTING HOUSE AT 2544 JUAN STREET.

Seconded by Boardmember Patterson.

Vote: 4-0-0

Adjourned at 9:30 AM

The next regularly-scheduled Old Town Design Review Board Meeting will be on July 16, 2015 at 9:00 AM.

For more information, please contact Vickie White at vwhite@san Diego.gov or 619-533-3945.

Old Town San Diego Design Review Board

MEETING MINUTES

Friday, July 24, 2015 at 9:00 AM

CONFERENCE ROOM 3A
DEVELOPMENT SERVICES DEPARTMENT BUILDING - 4TH FLOOR
1222 FIRST AVE, SAN DIEGO, CA 92101

MEETING WAS CALLED TO ORDER AT 9:04 A.M. BY CHAIRPERSON CHUCK AMBERS

ATTENDANCE

OTDRB Members

Present Chuck Ambers (Chair); Conrado Gallardo; David McGuire; John Patterson
Absent None
Recusals None

City Staff

Planning Vickie White
Engineering Thomas Landre, Brian Genovese

Guests

Item 4 Marianna Corkill, DecoBike

ITEM 1 - APPROVAL OF MINUTES

- None.

ITEM 2 - PUBLIC COMMENT

ISSUES WITHIN THE JURISDICTION OF THE OLD TOWN SAN DIEGO DESIGN REVIEW BOARD NOT PREVIOUSLY HEARD. REQUEST TO SPEAK SHOULD BE SUBMITTED TO THE SECRETARY AT THE TIME OF THE MEETING.

NOTE: THREE (3) MINUTES OF TIME PER SPEAKER

- None

ITEM 3 - ADMINISTRATIVE ITEMS

A. Board Administrative Matters and General Information

- None

B. Subcommittee Reports

- None

- C. Conflict of Interest Declarations
 - None
- D. Staff Report
 - None
- E. Requests for Continuance
 - None

ACTION ITEMS

ITEM 4: DECO BIKE STATIONS

PTS #: N/A

Applicant: Marianna Corkill, Deco Bike

Location: 3990 Harney Street, 4050 Twiggs Street and Old Town Transit Center; Old Town Planned District; Council District 3

Description: The project proposes to install 3 bike-share stations at three locations in Old Town: 1) On the street in front of 3990 Harney Street; 2) In Parking Lot C at 4050 Twiggs Street; and at the Old Town Transit Station. These bike-share stations are part of a larger network of proposed stations throughout the City, which are intended to provide alternative transit options to the public. The OTDRB reviewed the proposal on September 15, 2014, and on January 29, 2015, and provided feedback and direction regarding the appearance of the proposed station. The applicant is returning to the OTDRB to present the revisions.

Today's Action: Review the design and location of the proposed stations for consistency with the Old San Diego Architectural and Site Development Standards and Criteria, and provide comment and direction to the applicant and staff regarding their consistency.

Staff Presentation: None.

Applicant Presentation: Applicant provided illustrative concepts and designs for proposed Deco Bike stations in Old Town, revised per previous input from the Board.

Public Comment: None.

Q&A: None.

Boardmember Discussion and Comment: None.

Recommended Modifications: None.

Motion: MOTION TO APPROVE THE PROPOSED DECO BIKE STATION DESIGN FOR OLD TOWN.

Motion seconded.

Vote: 4-0-0

Adjourned at 9:35 AM

The next regularly-scheduled Old Town Design Review Board Meeting will be on August 20, 2015 at 9:00 AM.

For more information, please contact Vickie White at vwhite@san Diego.gov or 619-533-3945.

Old Town San Diego Design Review Board

MEETING MINUTES

Friday, March 18, 2016 at 9:00 AM

CONFERENCE ROOM 4C
DEVELOPMENT SERVICES DEPARTMENT BUILDING - 4TH FLOOR
1222 FIRST AVE, SAN DIEGO, CA 92101

MEETING WAS CALLED TO ORDER AT 9:03 A.M. BY CHAIRPERSON CHUCK AMBERS

ATTENDANCE

OTDRB Members

Present Chuck Ambers (Chair); Conrado Gallardo; David McGuire; John Patterson
Absent None
Recusals None

City Staff

Planning Vickie White
Development Services Bill Tripp

Guests

Item 5 Dennis O'Connor

ITEM 1 - APPROVAL OF MINUTES

None.

ITEM 2 - PUBLIC COMMENT

ISSUES WITHIN THE JURISDICTION OF THE OLD TOWN SAN DIEGO DESIGN REVIEW BOARD NOT PREVIOUSLY HEARD. REQUEST TO SPEAK SHOULD BE SUBMITTED TO THE SECRETARY AT THE TIME OF THE MEETING.

NOTE: THREE (3) MINUTES OF TIME PER SPEAKER

- None

ITEM 3 - ADMINISTRATIVE ITEMS

A. Board Administrative Matters and General Information

- None

B. Subcommittee Reports

- None

- C. Conflict of Interest Declarations
 - None
- D. Staff Report
 - None
- E. Requests for Continuance
 - None

ACTION ITEMS

ITEM 4: HOME & AWAY

PTS #: 443645

Applicant: Dennis O’Connor, Owners’ Representative

Location: 2222 San Diego Avenue; Old Town Planned District; Council District 3.

Description: The proposed project is the subject of a Code Compliance case regarding improvements made to an existing tavern without a building permit and signs added to the building without a sign permit.

Today's Action: Review the design for consistency with the Old San Diego Architectural and Site Development Standards and Criteria (Standards and Criteria), and provide comment and direction to the applicant and staff regarding their consistency. If it is determined that the project is consistent with the Standards and Criteria, make a recommendation to the Code Compliance Officer to approve the project and grant a building permit for the proposed improvements.

Staff Presentation: Planning Department staff has prepared and provided a staff report outlining a number of issues related to consistency with the Standards and Criteria for the Board’s consideration and discussion.

Applicant Presentation:

The applicant wants to work with City staff and the Board to resolve the code compliance issues. The sign company hired to create the signs did not obtain sign permits. The owner is going to take down the address sign and internally lit sign.

Public Comment:

- None.

Q&A/Boardmember Discussion and Comment:

Boardmember Issue or Question	Applicant’s Response
Staff Report Issue #1	As recommended by Board, can clad all front-facing facades with 1’ by 8’ wood siding as shown in approved project plans.

Boardmember Issue or Question	Applicant's Response
Staff Report Issue #2	As recommended by Board, can add wood trim around front door in the same color as the fascia.
Staff Report Issue #3	As recommended by Board, will add wood trim around the windows.
Staff Report Issue #4	As recommended by Board, will add dimensional asphalt shingles to the patio cover roof.
Staff Report Issue #5	The patio railing, made from extruded steel and sheet metal, will be shielded from public view by a 6' fence from the front façade to the southern side property line.
Staff Report Issue #6	As recommended by Board, will add dimensional asphalt shingles to the new restroom structure roof.
Staff Report Issue #7	As recommended by Board, will add a lantern-style light fixture above the front door and will add shielding on string lights.
Staff Report Issue #8	As recommended by Board, will keep existing horizontal paneled fencing.
Staff Report Issue #9	As recommended by Board, will replace existing site lighting with lantern-style fixtures and will add shielding on string lights.
Staff Report Issue #10	Trash and recycling containers will be stored behind the proposed 6' fence from the front façade to the southern side property line.
Staff Report Issue #11	As recommended by the Board, will modify the mural on the fence along the northern side property line. Figure in modern dress will be changed to reflect cowboy dress.
Staff Report Issue #12	As recommended by the Board, will provide wood barrel type landscaping planters along front facade.
Staff Report Issue #13	As recommended by the Board, will replace existing internally illuminated business identification sign with an externally illuminated flat-panel painted sign.
Staff Report Issue #14	As recommended by the Board, will replace existing metal directional/address sign with a flat-panel painted sign.

Recommended Modifications:

Modify site and building improvements as recommended by Board and agreed to by applicant as reflected in Q&A/Boardmember Discussion and Comment.

Motion:

MOTION BY BOARDMEMBER PATTERSON TO APPROVE THE PROJECT WITH THE RECOMMENDED MODIFICATIONS.

Seconded by Boardmember Ambers.

Vote: 4-0-0

Adjourned at 10:07 AM

The next regularly-scheduled Old Town Design Review Board Meeting will be on April 21, 2016 at 9:00 AM.

For more information, please contact Vickie White at ywhite@san Diego.gov or 619-533-3945.

Old Town San Diego Design Review Board

MEETING MINUTES

Thursday, February 16, 2017 at 9:30 AM

CONFERENCE ROOM 4C
DEVELOPMENT SERVICES DEPARTMENT BUILDING - 4TH FLOOR
1222 FIRST AVENUE, SAN DIEGO, CA 92101

MEETING WAS CALLED TO ORDER AT 9:40 A.M. BY CHAIRPERSON CHUCK AMBERS

ATTENDANCE

OTDRB Members

Present Chuck Ambers (Chair); Conrado Gallardo; David McGuire; John Patterson
Absent None
Recusals None

City Staff

Planning Vickie White

Guests

Item 4 Jeff Bishop, APS General Contractor
Chris Jagers, APS General Contractor

ITEM 1 - APPROVAL OF MINUTES

- None.

ITEM 2 - PUBLIC COMMENT

ISSUES WITHIN THE JURISDICTION OF THE OLD TOWN SAN DIEGO DESIGN REVIEW BOARD NOT PREVIOUSLY HEARD. REQUEST TO SPEAK SHOULD BE SUBMITTED TO THE SECRETARY AT THE TIME OF THE MEETING.

NOTE: THREE (3) MINUTES OF TIME PER SPEAKER

- None

ITEM 3 - ADMINISTRATIVE ITEMS

A. Board Administrative Matters and General Information

- None

B. Subcommittee Reports

- None

C. Conflict of Interest Declarations

- None

- D. Staff Report
 - None
- E. Requests for Continuance
 - None

ACTION ITEMS

ITEM 4: GEORGE T. HALL BUILDING REMODEL

PTS #: 523994

Applicant: Jeff Bishop and Chris Jagers, APS General Contractor

Location: 4285 Taylor Street; Old Town Planned District; Council District 3.

Description:

Interior and exterior remodel to convert an existing suite into two (2) suites at an existing commercial building. Work includes demolition of existing storefront, new storefront with overhang, and new rooftop mechanical equipment.

Today's Action: Review the proposed project design for consistency with the Old San Diego Architectural and Site Development Standards and Criteria, and provide comment and direction to the applicant and staff regarding the design. If it is determined that the project is consistent with the Standards and Criteria, make a recommendation to the Development Services Department to approve the project and grant a development and/or building permit for the proposed improvements.

Applicant Presentation: The applicant presented the proposed project plans.

Staff Presentation: None.

Public Comment: None.

Recommended Modifications:

- Plant privacy screen of cypress along the southern property line.
- Utilize permeable pavers and ground cover plant in driveway area.
- Add railing of wrought-iron appearance above the roofline of the shed roof to add depth. Recommend railing be 18 inches in height with finals above the top rail.
- Front façade material of hardie plank siding in tongue and groove style.
- Primary front façade color of blue with white trim.
- Float sights within the façade above the shed roof and below the parapet, illuminated with gooseneck light fixtures.

Motion:

MOTION BY BOARD MEMBER MCGUIRE TO RECOMMEND THE IDENTIFIED MODIFICATIONS TO THE PROJECT DESIGN, AND HAVE THE

REVISED PROJECT DESIGN RETURN TO THE DESIGN REVIEW BOARD
FOR RECONSIDERATION.

Seconded by Board Member Patterson.

Vote: 4-0-0

Adjourned at 10:40 AM

The next regularly-scheduled meeting of the Old Town Design Review Board will be on March 16, 2017 at 9:00 AM.

For more information, please contact Vickie White at vwhite@san Diego.gov or 619-533-3945.

Old Town San Diego Design Review Board

MEETING MINUTES

Thursday, April 27, 2017 at 10:00 AM

CONFERENCE ROOM 4C
DEVELOPMENT SERVICES DEPARTMENT BUILDING - 4TH FLOOR
1222 FIRST AVENUE, SAN DIEGO, CA 92101

MEETING WAS CALLED TO ORDER AT 10:05 A.M. BY CHAIRPERSON CHUCK AMBERS

ATTENDANCE

OTDRB Members

Present Chuck Ambers (Chair); Conrado Gallardo; David McGuire; John Patterson
Absent None
Recusals None

City Staff

Planning Vickie White

Guests

Item 4 Dina Johnson, Property Owner and George T. Hall
Business Owner
Jeff Bishop, APS General Contractor
Chris Jagers, APS General Contractor

ITEM 1 - APPROVAL OF MINUTES

None.

ITEM 2 - PUBLIC COMMENT

ISSUES WITHIN THE JURISDICTION OF THE OLD TOWN SAN DIEGO DESIGN REVIEW BOARD NOT PREVIOUSLY HEARD. REQUEST TO SPEAK SHOULD BE SUBMITTED TO THE SECRETARY AT THE TIME OF THE MEETING.

NOTE: THREE (3) MINUTES OF TIME PER SPEAKER

- None

ITEM 3 - ADMINISTRATIVE ITEMS

- A. Board Administrative Matters and General Information
- None
- B. Subcommittee Reports
- None

- C. Conflict of Interest Declarations
 - None
- D. Staff Report
 - None
- E. Requests for Continuance
 - None

ACTION ITEMS

ITEM 4: GEORGE T. HALL BUILDING REMODEL – 2nd Review

PTS #: 523994

Applicant: Jeff Bishop and Chris Jagers, APS General Contractor; Dina Johnson, Property Owner and George T. Hall Business Owner

Location: 4285 Taylor Street; Old Town Planned District; Council District 3.

Description:

Interior and exterior remodel to convert an existing suite into two (2) suites at an existing commercial building. Work includes demolition of existing storefront, new storefront with overhang, and new rooftop mechanical equipment.

Today's Action: Review the revised proposed project design for consistency with the Old San Diego Architectural and Site Development Standards and Criteria, and provide comment and direction to the applicant and staff regarding the design. If it is determined that the project is consistent with the Standards and Criteria, make a recommendation to the Development Services Department to approve the project and grant a building permit for the proposed improvements.

Applicant Presentation: The applicant presented three revised design options for the elements with historical character. She is concerned that the potential appearance of the building as historical and concerned about the building character’s compatibility with the company’s business (engineering).

Staff Presentation: None.

Public Comment: None.

Q&A:

Boardmember Issue or Question	Applicant’s Response
Dave McGuire: The building includes two tenant spaces. Only one building sign is shown on the proposed plans. Where will the second tenant sign go?	The second sign will also go on the building façade below the parapet, above the second tenant space.

Board Discussion and Comment:

Board Member	Comments
Patterson	Some of the new design options are starting to look more contemporary. I think we need to bring it back closer to the design that was recommended at the previous meeting.
Ambers	It would be good for the building to incorporate historical design due to recent attention to the historical importance of the area that the project site is in.

Recommended Modifications:

- Utilize the design recommended at the previous meeting as a starting point.
- Remove the recommendation to provide railing of wrought-iron appearance along the top of the shed roof/awning.
- Add vertical support elements between the shed roof/awning and the ground, spaced approximately 10-15 feet apart, of wooden post appearance
- Mount business signs either to the façade below the roofline, to the front fascia of the shed roof/awning, or hanging from the underside of the awning.
- Provide indirect lighting for the signs.

Motion:

MOTION BY BOARD MEMBER PATTERSON TO RECOMMEND THE APPROVAL OF THE PROJECT WITH THE ABOVE-IDENTIFIED MODIFICATIONS TO THE PROJECT DESIGN.

Seconded by Board Member McGuire.

Vote: 4-0-0

Adjourned at 10:43 AM

The next regularly-scheduled meeting of the Old Town Design Review Board will be on May 18, 2017 at 9:00 AM.

For more information, please contact Vickie White at ywhite@sandiego.gov or 619-533-3945.

Old Town San Diego Design Review Board

MEETING MINUTES

Thursday, January 18, 2018 at 9:30 AM

CONFERENCE ROOM 4C
DEVELOPMENT SERVICES DEPARTMENT BUILDING - 4TH FLOOR
1222 FIRST AVENUE, SAN DIEGO, CA 92101

MEETING WAS CALLED TO ORDER AT 9:35 A.M. BY CHAIRPERSON CHUCK AMBERS

ATTENDANCE

OTDRB Members

Present Chuck Ambers (Chair); Conrado Gallardo; David McGuire; John Patterson
Absent None
Recusals None

City Staff

Planning Vickie White

Guests

None

ITEM 1 - APPROVAL OF MINUTES

None.

ITEM 2 - PUBLIC COMMENT

ISSUES WITHIN THE JURISDICTION OF THE OLD TOWN SAN DIEGO DESIGN REVIEW BOARD NOT PREVIOUSLY HEARD. REQUEST TO SPEAK SHOULD BE SUBMITTED TO THE SECRETARY AT THE TIME OF THE MEETING.

NOTE: THREE (3) MINUTES OF TIME PER SPEAKER

- None

ITEM 3 - ADMINISTRATIVE ITEMS

- A. Board Administrative Matters and General Information
 - None
- B. Subcommittee Reports
 - None
- C. Conflict of Interest Declarations
 - None
- D. Staff Report
 - None

E. Requests for Continuance

- None

ACTION ITEMS

ITEM 4: DRAFT REVISED OLD TOWN SAN DIEGO PLANNED DISTRICT ORDINANCE

PTS #: N/A

Applicant: N/A

Staff: Vickie White, Senior Planner, Planning Department

Location: Old Town San Diego Community; Council District 3.

Description:

As part of the update of the Old Town San Diego Community Plan, a draft revised Old Town San Diego Planned District Ordinance has been developed to implement the proposed draft Community Plan.

Today's Action: Review the draft revised Old Town San Diego Planned District Ordinance and provide input to City staff on its consistency with the intent of the current Planned District Ordinance and ease of use.

Staff Presentation: Vickie White presented an overview of the intent of updating the Old Town San Diego Planned District Ordinance as part of the update of the 1987 Old Town San Diego Community Plan. The revised Planned District Ordinance (PDO) will implement the proposed Old Town San Diego Community Plan.

The draft revised PDO incorporates the format of the Citywide Base Zones while creating new zones specific to Old Town within the PDO, for ease of use and understanding by project applicants and City staff. The draft revised PDO also includes a proposal to reduce the number of seats on the Design Review Board from 7 to 5 to facilitate scheduling meetings with a quorum of members. To facilitate appointments to the board seats, it also broadens the types of professionals that are eligible to be appointed to the Design Review Board to include individuals with experience in historical preservation and archaeology.

Staff is currently presenting the draft PDO to the Old Town San Diego Community Planning Group, Old Town community stakeholders, and other stakeholders. The intent of today's meeting with the Old Town San Diego Design Review Board is to obtain input from the Design Review Board members.

Applicant Presentation: None.

Public Comment: None.

Q&A:

Boardmember Issue or Question	Staff's Response
Regarding the proposed requirement for the installation of pedestrian oriented lighting, who will be required to maintain the lighting fixtures? Will it be the adjacent property owner or the City?	Planning staff will need to research and provide an answer at a future meeting.

Board Discussion and Comment: Board will review the draft revised PDO and will provide a recommendation at a future meeting.

Recommended Modifications: None.

Motion: None.

Adjourned at 10:25 AM

The next regularly-scheduled meeting of the Old Town Design Review Board will be on February 15, 2018 at 9:00 AM.

For more information, please contact Vickie White at vwhite@san Diego.gov or 619-533-3945.

Old Town San Diego Design Review Board

MEETING MINUTES

Thursday, March 22, 2018 at 9:00 AM

CONFERENCE ROOM 4C
DEVELOPMENT SERVICES DEPARTMENT BUILDING - 4TH FLOOR
1222 FIRST AVENUE, SAN DIEGO, CA 92101

MEETING WAS CALLED TO ORDER AT 9:10 A.M. BY CHAIRPERSON CHUCK AMBERS

ATTENDANCE

OTDRB Members

Present Chuck Ambers (Chair); Conrado Gallardo; David McGuire; John Patterson
Absent None
Recusals None

City Staff

Planning Vickie White

Guests

Item 4 Laurie Fisher, Architect
Sean McKeever, Business Owner

ITEM 1 - APPROVAL OF MINUTES

None.

ITEM 2 - PUBLIC COMMENT

ISSUES WITHIN THE JURISDICTION OF THE OLD TOWN SAN DIEGO DESIGN REVIEW BOARD NOT PREVIOUSLY HEARD. REQUEST TO SPEAK SHOULD BE SUBMITTED TO THE SECRETARY AT THE TIME OF THE MEETING.

NOTE: THREE (3) MINUTES OF TIME PER SPEAKER

- None

ITEM 3 - ADMINISTRATIVE ITEMS

- A. Board Administrative Matters and General Information
 - None
- B. Subcommittee Reports
 - None
- C. Conflict of Interest Declarations
 - None

- D. Staff Report
 - None
- E. Requests for Continuance
 - None

ACTION ITEMS

ITEM 4: THE MASON JAR

PTS #: 595653

Applicant: Laurie Fisher (Architect), Sean McKeever

Location: 2615 Congress Street; Old Town Planned District; Council District 3.

Description:

Exterior improvements to an existing structure and site at 2615 Congress Street.

Today's Action: Review the proposed project design for consistency with the Old San Diego Architectural and Site Development Standards and Criteria, and provide comment and direction to the applicant and staff regarding the design. If it is determined that the project is consistent with the Standards and Criteria, make a recommendation to the Development Services Department to approve the project and grant a development and/or building permit for the proposed improvements.

Applicant Presentation: The applicant presented the proposed project plans.

Staff Presentation: None.

Public Comment: None.

Recommended Modifications: None.

Motion:

MOTION BY BOARD MEMBER PATTERSON TO RECOMMEND THE APPROVAL OF THE PROPOSED PROJECT PLANS AS PRESENTED.

Seconded by Board Member Gallardo.

Vote: 4-0-0

Adjourned at 9:21 AM

The next regularly-scheduled meeting of the Old Town Design Review Board will be on April 19, 2018 at 9:00 AM.

For more information, please contact Vickie White at vwhite@saniego.gov or 619-533-3945.

Old Town San Diego Design Review Board

MEETING MINUTES

Thursday, June 18, 2018 at 9:00 AM

CONFERENCE ROOM 5D
DEVELOPMENT SERVICES DEPARTMENT BUILDING - 4TH FLOOR
1222 FIRST AVENUE, SAN DIEGO, CA 92101

MEETING WAS CALLED TO ORDER AT 9:35 A.M. BY CHAIRPERSON CHUCK AMBERS

ATTENDANCE

OTDRB Members

Present Chuck Ambers (Chair); Conrado Gallardo; David McGuire; John Patterson
Absent None
Recusals None

City Staff

Planning Vickie White

Guests

None

ITEM 1 - APPROVAL OF MINUTES

- None.

ITEM 2 - PUBLIC COMMENT

ISSUES WITHIN THE JURISDICTION OF THE OLD TOWN SAN DIEGO DESIGN REVIEW BOARD NOT PREVIOUSLY HEARD. REQUEST TO SPEAK SHOULD BE SUBMITTED TO THE SECRETARY AT THE TIME OF THE MEETING.

NOTE: THREE (3) MINUTES OF TIME PER SPEAKER

- None

ITEM 3 - ADMINISTRATIVE ITEMS

- A. Board Administrative Matters and General Information
 - None
- B. Subcommittee Reports
 - None
- C. Conflict of Interest Declarations
 - None

- D. Staff Report
 - None
- E. Requests for Continuance
 - None

ACTION ITEMS

ITEM 4: DRAFT REVISED OLD TOWN SAN DIEGO PLANNED DISTRICT ORDINANCE

PTS #: N/A

Applicant: N/A

Staff: Vickie White, Senior Planner, Planning Department

Location: Old Town San Diego Community; Council District 3.

Description:

As part of the update of the Old Town San Diego Community Plan, a draft revised Old Town San Diego Planned District Ordinance has been developed to implement the proposed draft Community Plan.

Today's Action: Review the draft revised Old Town San Diego Planned District Ordinance and provide a recommendation to decision makers on its consistency with the intent of the current Planned District Ordinance (PDO).

Staff Presentation: Vickie White presented the revised draft of the revised Old Town San Diego Planned District Ordinance. The revised draft incorporates input from the Old Town San Diego Community Planning Group, Old Town community stakeholders, and other stakeholders.

To review the presentation from the January board meeting, the draft revised PDO incorporates the format of the Citywide Base Zones while creating new zones specific to Old Town within the PDO, for ease of use and understanding by project applicants and City staff. The draft revised PDO also includes a proposal to reduce the number of seats on the Design Review Board from 7 to 5 to facilitate scheduling meetings with a quorum of members. To facilitate appointments to the board seats, it also broadens the types of professionals that are eligible to be appointed to the Design Review Board to include individuals with experience in historical preservation and archaeology.

Following up on the Q & A from the January board meeting, the requirement for the installation of pedestrian oriented lighting has been removed from the draft PDO. This is because maintenance of the lighting would need to be coordinated and funded by a community maintenance assessment district, which currently does not exist in Old Town.

Applicant Presentation: None.

Public Comment: None.

Q&A: None.

Board Discussion and Comment:

Boardmember	Comments
Patterson	In Section 1516.0127(a)(2), Site and Building Design – Pedestrian-Oriented Building Design, should the street corners where these requirements apply be specified? Suggest along main thoroughfares and at key intersections in the Core Sub-District, along Taylor Street, and along Old Town Avenue.
McGuire	In Section 1516.0127(c), Site and Building Design – Common Open Space, suggest adding clarification that access routes and egress points should not be allowed to constitute common open space.
Patterson	In Section 1516.0124, Architectural and Urban Design Requirements, and Section 1516.0125, Architectural Periods and Features, it seems important to include some architectural requirements for development in the Mason Sub-District – perhaps a list of required architectural features.

Recommended Modifications: Address the issues identified in the Board Discussion and Comment.

Motion: None.

MOTION BY BOARD MEMBER MCGUIRE TO RECOMMEND THE APPROVAL OF THE PROPOSED PLANNED DISTRICT ORDINANCE WITH THE RECOMMENDED MODIFICATIONS.

Seconded by Board Member Patterson.

Vote: 4-0-0

Adjourned at 9:55 AM

The next regularly-scheduled meeting of the Old Town Design Review Board will be on July 19, 2018 at 9:00 AM.

For more information, please contact Vickie White at vwhite@san Diego.gov or 619-533-3945.

STANDARDIZED REPORT OF CITY BOARDS & COMMISSIONS



ADVISORY BOARD NAME: OLD TOWN SAN DIEGO PLANNED DISTRICT DESIGN REVIEW BOARD

1. MISSION AND DUTIES OF THE ADVISORY BOARD

- To review and make recommendations to the appropriate decision-making authority on applications for development permits, maps, or other matters within the Old Town San Diego Planned District that require Process Three, Process Four, Process Five, and Process CIP-Five decisions, and to submit its recommendations or comments on these matters in writing to the City Manager or designee.
- To provide advice on architectural and urban design requirements (architectural features, site design, streetscape, landscape, parking, accessory buildings, sign requirements, and supplemental regulations) in compliance with the regulations and procedures contained in the Old Town San Diego Planned District Ordinance for applications for building and development permits or other matters within the Old Town San Diego Planned District that require Process One or Process Two decisions.
- To recommend to the Planning Commission any changes to the development regulations contained in the Old Town San Diego Planned District Ordinance, provided such changes are necessary for the proper execution of the purpose and intent of the Old Town San Diego Planned District Ordinance and the adopted Old Town San Diego Community Plan.
- To adopt rules of procedure to supplement those contained within the Old Town San Diego Planned District Ordinance.

2. ACTIONS TAKEN BY THE ADVISORY BOARD

- Reviewed the draft revised Old Town San Diego Planned District Ordinance and provided input to Planning Department staff on its consistency with the intent of the current Planned District Ordinance and ease of use.
- Reviewed the proposed plans for building and site improvements at a property in Old Town and provided a recommendation to the decision maker.
- Reviewed the draft revised Old Town San Diego Planned District Ordinance and provided a recommendation to decision makers on its consistency with the intent of the current Old Town San Diego Planned District Ordinance.

3. ADVISORY BOARD MEETINGS

The Old Town San Diego Planned District Design Review Board meets as needed. In 2018, three meetings were held. The issues discussed were: draft and proposed revisions to the structure, zoning regulations, and development regulations of the Old Town San Diego Planned District Ordinance, including revisions to the number of members that comprise the Old Town San Diego Design Review Board; the revised Old Town San Diego Planned District Ordinance was adopted by the City Council in October 2018. Other issues discussed were the consistency of proposed building and site improvements at a property in Old Town with the former Old Town San Diego Planned District Ordinance.

4. MEETING CANCELATIONS

No meetings were cancelled in 2018.

5. AVAILABLE OPPORTUNITIES

There is one available position on the Old Town San Diego Planned District Design Review Board. There are also four members serving on expired terms.

6. EXPIRED MEMBERSHIP

Four members are serving on expired terms. The current board members' terms expired in 2010, 2012, 2013, and 2015. If potential reappointments that would be permitted per the Municipal Code but were not formalized are included, the current board members' terms would have expired in 2010, 2015, 2016, and 2017.

7. CONCERNS OR SUGGESTIONS TO BRING TO THE COUNCIL

Timely identification, appointment, and reappointment of board members and the board chair.

8. ASSISTANCE TO THE BOARD

Total staff assistance to the board in 2018 was approximately 12-15 hours. Staff assistance to the board is approximately 4-5 hours per meeting, or more if preparation of a staff report is necessary.

9. VOLUNTEER HOURS

28 hours*

*Does not include hours contributed by Charles Ambers.

ADVISORY BOARD ACTIVITES

Please provide 4-5 pictures of the Advisory Board Activities

PDF Files	Title of Activity	Date of Event
None available.		