



DESIGN REVIEW COMMISSION SPECIAL MEETING MINUTES

7:00 PM - Wednesday, March 29, 2023

Telephone/Video Conference Only

CALL MEETING TO ORDER

At 7:00 p.m. Chair Harding called the meeting to order.

ESTABLISH QUORUM

PRESENT: Chair Harding, Vice-Chair Ma, Commissioners Blockhus, Klein and Mantica
STAFF: Senior Planner Gallegos and Associate Planner Liu

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

ITEMS FOR CONSIDERATION/ACTION

CONSENT CALENDAR

1. **Design Review Commission Minutes**
Approve the minutes of the regular meeting of March 1, 2023.

Action: Upon a motion by Commissioner Blockhus, seconded by Vice-Chair Ma, the Commission approved the minutes of the regular meeting of March 1, 2023 as written.

The motion was approved (5-0) by the following vote:

AYES: Harding, Ma, Blockhus, Klein and Mantica

NOES: None

DISCUSSION

2. **SC22-0031– Jun Zhang – 1248 Via Huerta**
Design review for a new two-story house. The project will include a new house with 3,446 square feet at the first story and 624 square feet at the second story. This project is categorically exempt from environmental review under Section 15301 of the California Environmental Quality Act. *THE ITEM WAS CONTINUED FROM THE FEBRUARY 15, 2023 DRC MEETING. Project Planner: Gallegos*

STAFF PRESENTATION

Senior Planner Gallegos presented the staff report recommending approval of design review application SC22-0031 subject to the listed findings.

APPLICANT PRESENTATION

Project architect/applicant Henry Zhang provided a project presentation.

PUBLIC COMMENT

None.

Chair Harding closed the public comment period.

Commissioner discussion then proceeded.

Action: Upon a motion by Commissioner Blockhus, seconded by Commissioner Mantica, the Commission approved design review application SC22-0031 per the staff report findings and conditions.

The motion was approved (5-0) by the following vote:

AYES: Harding, Ma, Blockhus, Klein and Mantica

NOES: None

3. **SC22-0030 – Pisuttisuk Kittipongdaja – 1081 Nottingham Way**

Design review for a 51 square-foot first story, 218 square-foot first story patio addition, and 90 square-foot second story addition to an existing two-story house. This project is categorically exempt from environmental review under Section 15303 of the California Environmental Quality Act. *Project Planner: Gallegos*

STAFF PRESENTATION

Senior Planner Gallegos presented the staff report recommending approval of design review application SC22-0030 subject to the listed findings and conditions.

APPLICANT PRESENTATION

None, due to the applicant not being present.

PUBLIC COMMENT

None.

Chair Harding closed the public comment period.

Commissioner discussion then proceeded.

Action: Upon a motion by Vice-Chair Ma, seconded by Commissioner Mantica, the Commission approved design review application SC22-0030 per the staff report findings and conditions.

The motion was approved (5-0) by the following vote:

AYES: Harding, Ma, Blockhus, Klein and Mantica

NOES: None

4. **SC22-0032 - Hannah Chiu - 749 University Avenue**

Design Review for the construction of a new two-story house including 1,578 square feet at the first story and 1,223 square feet at the second story. A 710 square-foot, attached accessory dwelling unit is also proposed, but not subject to design review. This project is categorically exempt from environmental review under 15303 of the California Environmental Quality Act (CEQA). *Project Planner: Liu*

STAFF PRESENTATION

Associate Planner Liu presented the staff report recommending approval of design review application SC22-0032 subject to the listed findings and conditions and answered a question from Vice-Chair Ma.

APPLICANT PRESENTATION

Applicant Hannah Chiu provided a project presentation.

PUBLIC COMMENT

None.

Chair Harding closed the public comment period.

Commissioner discussion then proceeded.

Action: Upon a motion by Commissioner Blockhus, seconded by Commissioner Mantica, the Commission approved design review application SC22-0032 per the staff report findings and conditions.

The motion was approved (5-0) by the following vote:

AYES: Harding, Ma, Blockhus, Klein and Mantica

NOES: None

COMMISSIONERS' REPORTS AND COMMENTS

Chair Harding reported that if a Commissioner did any type of service this year, a Form 700 is required and must be filled out and filed with the City Clerk.

POTENTIAL FUTURE AGENDA ITEMS

Senior Planner Gallegos stated that this was the last meeting of the Design Review Commission.

ADJOURNMENT

Chair Harding adjourned the meeting at 7:49 PM.

Sean Gallegos
Senior Planner