

# DESIGN REVIEW COMMITTEE MINUTES

Brian Brodersen, Chair  
Fiona Dunne, Vice-Chair  
Albert Antelman, Member  
Tyson Cline, Member  
Daniel Saltee, Member

Peter Gilli, Community Development Director  
Neda Zayer, Assistant Community Development Director  
Andy Heglund, Senior Assistant City Attorney  
Antoinette Mann, City Clerk

**REGULAR MEETING:  
WEDNESDAY, JUNE 3, 2020 – 6:00 P.M.  
WEBEX EVENT**

Chair Brodersen called the meeting to order at 6:07 p.m.

**ROLL CALL**

**PRESENT:** Member Antelman, Saltee, Vice-Chair Dunne and Chair Brodersen

**ABSENT:** Member Cline

**STAFF:** Peter Gilli, Community Development Director  
Neda Zayer, Assistant Community Development Director  
Andy Heglund, Senior Assistant City Attorney  
Maruja Clensay, Senior Planner  
Tim Rosenstein, Associate Planner  
Monique Gil, Associate Planner  
Antoinette Mann, City Clerk

**PUBLIC COMMUNICATIONS - None**

**STAFF COMMUNICATION - None**

**CONSENT ITEM**

- 1. Approval of the DRC May 20, 2020 Meeting Minutes.**

**Recommendation:** Approve, as presented.

Member Saltee made a motion to approve the DRC May 20, 2020 Meeting Minutes as presented.

Vice-Chair Dunne seconded the motion.

Upon call of the roll the vote was as follows:

**AYES:** Member Antelman, Saltee, Vice-Chair Dunne and Chair Brodersen

**NOES:** None

RECUSED: None

ABSTAIN: None

ABSENT: Member Cline

City Clerk Mann declared the motion carried 4-0, with Member Cline absent.

## FORMAL ITEMS

### 2. PROJ-14113 – Ventura Harbor Facade Design Review located at 1567 Spinnaker Drive, Suite 100.

Request for Formal Design Review for exterior modifications to create four tenant spaces on the ground floor of an existing 5,737 square foot commercial building on a 154-acre site in the Harbor Commercial (HC) zone.

**Recommendation:** Approve, subject to conditions.

#### California Environmental Quality Act

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15301, (e) Existing Facilities.

**Case Planner:** Monique Gil, Associate Planner

**Applicant:** Lizette Elenes

#### SPEAKERS:

**Staff:** Neda Zayer, Assistant Community Development Director and Monique Gil, Associate Planner

**Applicant:** Lizette Elenes

**Members of Public:** None

**Emails:** None

**Documents:** PowerPoint by Staff

**Ex-Parte Communication:** None

Vice-Chair Dunne made a motion to approve the project as presented with additional condition that the applicant submit a new Rain Gutters and Downspouts Specification.

Member Antelman seconded the motion.

Upon call of the roll the vote was as follows:

**AYES:** Member Antelman, Saltee, Vice-Chair Dunne and Chair Brodersen

NOES: None

RECUSED: None

ABSTAIN: None

ABSENT: Member Cline

City Clerk Mann declared the motion carried 4-0, with Member Cline absent.

**3. PROJ-11713 – North Ventura Apartment Design Review located at 2110 N. Ventura Avenue.**

Request for Formal Design Review for a new 3-story, 29-unit apartment building with 6 low-income affordable units on a 37,677 square-foot site in the General Industrial (M-2) zone.

**Recommendation:** Forward design recommendations to the Administrative Hearing Officer.

**Case Planner:** Tim Rosenstein, Associate Planner

**Applicant:** Greenhawk, LLC/ Jeffrey Becker

**SPEAKERS:**

**Staff:** Neda Zayer, Assistant Community Development Director, Tim Rosenstein, Associate Planner

**Applicant:** Jason Henry (JEA Architect) and Brian Brodersen (Brodersen Associates)

**Members of Public:** Pete Freeman (Ventura) and Jenna Cheney (Ventura)

**Emails:** Comments received via email before the meeting - San Buenaventura Conservancy, Lori Steinhauer, Kristine Herth, Stephen Schafer and John Foster

**Documents:** PowerPoint by Staff

**Ex-Parte Communication:** None

Member Antelman made a motion to forward design recommendation to the Administrative Hearing Officer as follows:

- Enhancement to the railings;
- Integration of the stairway design to the building;
- Modification to the box like design of the building to enhance the architectural appearance of the building;
- Use authentic finish materials; and

- Change the type of plant on the northside of the parking lot to a vine or espalier plant.

Member Saltee seconded the motion.

Upon call of the roll the vote was as follows:

AYES: Member Antelman, Saltee and Vice-Chair Dunne

NOES: None

RECUSED: Chair Brodersen (Landscape Architect for the project).

ABSTAIN: None

ABSENT: Member Cline

City Clerk Mann declared the motion carried 3-0, with Chair Brodersen recused and Member Cline absent.

**4. PROJ-10148 – Front Street Mixed-Use Design Review and Warrants located at 275 S. Laurel Street.**

Request for Formal Design Review and Warrants for the demolition of five commercial industrial buildings and construction of a 4-story mixed-use building with 46 condominium units including five affordable units and approximately 6,384-square feet of ground floor commercial with 84 parking spaces on a 35,600-square foot site in the Neighborhood Center (T5.1) zone within the Downtown Specific Plan.

**Recommendation:** Forward design recommendations to the Planning Commission.

**Case Planner:** Maruja Clensay, Senior Planner

**Applicant:** Front & Laurel, LLC

**SPEAKERS:**

**Staff:** Neda Zayer, Assistant Community Development Director and Maruja Clensay, Associate Planner

**Applicant:** Sandy Smith (Applicant's representative), Nick Deitch (Mainstreet Architects), and Brian Brodersen (Brodersen Associates)

**Members of Public:** Stephen Schafer of Buenaventura Conservancy and Stephanie Caldwell, CEO of Ventura Chambers of Commerce

**Emails:** Comments received via email before the meeting - Stephen Schafer, Jennifer MacIsaac, Stephanie Caldwell, Todd Butterbaugh, Chelsea Lerner, K.A. Graves, Cherie Egbert, Wendy Sauter, Carol Spector, and Arthur Burghardt

**Documents:** PowerPoint by Staff

**Ex-Parte Communication:** None

Public hearing recessed at 8:03 p.m. due to technical issue on Vice-Chair Dunne's computer. Hearing resumed at 8:10 p.m.

Member Antelman made a motion to forward design recommendation to the Planning Commission with the following comments:

- Mitigate solar gain on the north, south, and west façade of the project with appropriate architectural features;
- Explore opportunity to widen the central courtyard;
- Increase landscaping on the ground floor and street level.
- Break up the massing of the building and lower the height to eliminate the request for the height warrants.
- Move awning closer to the property line on the north end to get more sun on the courtyard.
- Create a more defined front entry.

Member Saltee seconded the motion.

Upon call of the roll the vote was as follows:

AYES: Member Antelman, Saltee and Vice-Chair Dunne

NOES: None

RECUSED: Chair Brodersen (Landscape Architect for the project)

ABSTAIN: None

ABSENT: Member Cline

City Clerk Mann declared the motion carried 3-0, with Chair Brodersen recused and Member Cline absent.

## **ADJOURNMENT**

There being no further items on the agenda, meeting is adjourned at 8:37 p.m.