

CITY OF VENTURA

# HISTORIC PRESERVATION COMMITTEE MINUTES

Pamela Huckins, Chair  
Ann Huston, Vice-Chair  
Tyson Cline, Member  
Dena Mercer, Member  
Sherry Schafer, Member

Peter Lyons, Interim Community Development Director  
Scott Kolwitz, Principal Planner  
Julie Stuva, Recording Secretary

CITY OF VENTURA

# DESIGN REVIEW COMMITTEE MINUTES

Brian Brodersen, Chair  
Fiona Dunne, Vice-Chair  
Albert Antelman, Member  
Tyson Cline, Member  
David Ferrin, Member

Peter Lyons, Interim Community Development Director  
Scott Kolwitz, Principal Planner  
Julie Stuva, Recording Secretary

## JOINT MEETING

**WEDNESDAY, JUNE 5, 2019 - 4:00 P.M.**

**COMMUNITY MEETING ROOM, 501 POLI STREET**

Chair Huckins called the meeting to order at 4:01 p.m. in the Community Meeting Room.

## ROLL CALL – HISTORIC PRESERVATION COMMITTEE

**PRESENT:** Members Cline, Mercer, Schafer, Vice-Chair Huston, and Chair Huckins

**ABSENT:** None

**STAFF:** Peter Lyons, AICP, M.B.A., Interim Community Development Director  
Maruja Clensay, Senior Planner  
Elizabeth Richardson, Senior Planner  
Tim Rosenstein, Associate Planner  
Monique Gil, Assistant Planner  
Julie Stuva, Recording Secretary

**PUBLIC COMMUNICATIONS** – Lorelei Woerner has the property at 481 North Ventura Avenue and would like to speak with Planning Department regarding her options on bringing the property up to code and get it open for business.

**AGENDA MANAGEMENT:** None

## CONTINUED ITEM – HISTORIC PRESERVATION COMMITTEE ONLY

- 1. Approval of the Historic Preservation Committee January 23, 2019 and March 27, 2019 Meeting Minutes.**

### RECOMMENDED ACTION

Approve, as presented.

Chair Huckins made a recommendation to continue the HPC January 23, 2019 Meeting Minutes to June 26, 2019 or July 24, 2019, whichever occurs first.

Member Cline seconded the motion.

Upon call of the roll, the vote of the Historic Preservation Committee was as follows:

AYES: Members Cline, Mercer, Schafer, Vice-Chair Huston and Chair Huckins  
NOES: None  
ABSTAIN: None  
RECUSED: None  
ABSENT: None

Chair Huckins declared the motion carried 5 – 0.

Chair Huckins made a recommendation to continue the HPC March 27, 2019 Meeting Minutes to June 26, 2019 or July 24, 2019, whichever occurs first.

Member Schafer seconded the motion.

Upon call of the roll, the vote of the Historic Preservation Committee was as follows:

AYES: Members Cline, Mercer, Schafer, Vice-Chair Huston and Chair Huckins  
NOES: None  
ABSTAIN: None  
RECUSED: None  
ABSENT: None

Chair Huckins declared the motion carried 5 – 0.

## **FORMAL ITEMS – HISTORIC PRESERVATION COMMITTEE**

- 2. PROJ-13241 – Request for Historic Preservation Design Review for a façade remodel to an existing eligible historic landmark. The façade remodel will include removal of an existing aluminum store front system and replacement with a new aluminum store front system including reconfiguration of window and door openings; removal of existing stucco on the north and south elevation to expose existing masonry, resize the existing windows on the north and south elevations and add three new windows for a total of five windows on each elevation, add new black gooseneck led lights to the north, south and west elevations on an existing commercial block building on a 13,000 square foot lot**

**located at 54 – 70 South Oak Street; Erik Dearkland, applicant; Urban Core (T6.1) Zone.**

**Case No.:**

**HPDR-1-19-48780**

**RECOMMENDED QUASI-JUDICIAL ACTION**

Approve, subject to conditions.

**California Environmental Quality Act**

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15301 (Existing Facilities) and 15331 (Historical Resource Restoration/Rehabilitation).

Staff: Elizabeth Richardson, Senior Planner

**SPEAKERS:**

**Staff:** Peter Lyons, AICP, M.B.A., Interim Community Development Director; Elizabeth Richardson, Senior Planner

**Applicant:** Erik Dearkland (Applicant); James Dearkland (Applicant); Jay Lomagno (Rasmussen & Associates, Architect); Cynthia Thompson (Local Historian)

**Members of Public:** None

**Documents:** PowerPoint by Staff, Email from Gerald Bosch dated June 4, 2019, and Letter from Cynthia Thompson dated June 5, 2019.

**Ex-parte Communication:** None

Member Cline made a motion to approve this project as submitted finding the project to be Categorically Exempt from CEQA, and approve the Notice of Decision for a Historic Preservation Design Review (Case No. HPDR-1-19-48780) based on the Findings and subject to conditions in the Notice of Decision.

Vice-Chair Huston seconded this motion.

Upon call of the roll, the vote of the Historic Preservation Committee was as follows:

**AYES:** Member Cline, Mercer, Vice-Chair Huston and Chair Huckins

**NOES:** Member Schafer

**ABSTAIN:** None

**RECUSED:** None

**ABSENT:** None

Chair Huckins declared the motion carried 4 – 1.

Member Cline made a motion to add the following comment to the Minutes: HPC would like to note that this project took five months to get to hearing and HPC made a decision to

approve at the first hearing.

Member Mercer seconded the motion.

Upon call of the roll, the vote of the Historic Preservation Committee was as follows:

AYES: Member Cline, Mercer, Schafer, Vice-Chair Huston and Chair Huckins

NOES: None

ABSTAIN: None

RECUSED: None

ABSENT: None

Chair Huckins declared the motion carried 5-0.

**STAFF COMMUNICATION ITEM:**

Peter Lyons, Interim Community Development Director, announced that a new permanent Community Development Director, Peter Gilli, will start on June 17, 2019.

**ADJOURNMENT** – The Historic Preservation Committee adjourned at 4:56 p.m. but will reconvene at 6:00 p.m. with Design Review Committee.

**ROLL CALL – DESIGN REVIEW COMMITTEE – TIME CERTAIN AT 6:00 PM**

PRESENT: Members Antelman Cline, Ferrin, Vice-Chair Dunne and Chair Brodersen

ABSENT: None

**ROLL CALL – HISTORIC PRESERVATION COMMITTEE**

PRESENT: Members Cline, Mercer, Vice-Chair Huston, and Chair Huckins

ABSENT: Member Schafer

**FORMAL ITEMS – DESIGN REVIEW & HISTORIC PRESERVATION COMMITTEE**

- 3. PROJ-11549 – Request for Historic Preservation Design Review to demolish an existing 80 square-foot shed and construct a new 750 square-foot Accessory Dwelling Unit (ADU) and 431 square-foot single-car garage in front of an existing 670 square-foot single-family residence on a 5,833 square-foot lot located at 271 West Prospect Street; Jesse and Ariel Carmody, applicants; Multiple Family (R-3-5) Zone.**

Case Nos.:

HPDR-4-17-40154  
DRC-8-17-41769

**RECOMMENDED QUASI-JUDICIAL ACTION**

HPC: Provide recommendation to Design Review Committee.

DRC: Approve, subject to conditions.

**California Environmental Quality Act**

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15303 (New Construction or Conversion of Small Structures) and 15332 (Infill Development).

Staff: Tim Rosenstein, Associate Planner

**SPEAKERS:**

**Staff:** Peter Lyons, AICP, M.B.A., Interim Community Development Director; Tim Rosenstein, Associate Planner

**Applicant:** Ariel, Jesse and Matt Carmody (Applicants)

**Members of Public:** None

**Documents:** PowerPoint by Staff

**Ex-parte Communication:** None

Chair Huckins made a Minute Motion recommendation to the DRC to that the project be approved subject to the following comments:

1. That the structure be compatible with the historic district but not itself pretend to be historic.
2. It conform to the Simpson Tract Architectural Guidelines/Design Criteria including materials and methods.
3. Sash windows on the front.

Member Cline seconded the motion.

Upon call of the roll, the vote of the Historic Preservation Committee was as follows:

AYES: Member Cline, Mercer, Vice-Chair Huston and Chair Huckins

NOES: None

ABSTAIN: None

RECUSED: None

ABSENT: Member Schafer

Chair Huckins declared the motion carried 4-0, with Member Schafer absent.

Member Ferrin made a motion to approve the project as submitted finding the project to be Categorically Exempt from CEQA, and approve the Notice of Decision for Design Review DRC-8-17-41769 based on the Findings and subject to conditions in the Notice of Decision

with the following items to be added to Condition No. 1:

1. The approval is granted only for the land as described in the application and any attachments thereto, and as show on the plans labeled DRC-8-17-41769, dated June 5, 2019, Exhibit “A” and “B”, attached hereto and incorporated herein, with the following modifications incorporated:
  - a. Member Antelman appointed as DRC liaison to City staff to confirm the following:
    - i. We concur with the comments from the HPC with the exception of sash windows only on the front. The design and quality of windows should be the same on all four sides.
    - ii. Wood clad or all wood windows be used as exists in the original building tract. Acceptable operating types are single hung, double hung, casement, awning, and fixed windows with proportions fitting the original neighborhood. Vinyl or aluminum windows should not be used.
    - iii. Provide full architectural drawings and specifications for the DRC liaison review.

Vice-Chair Dunne seconded the motion.

Upon call of the roll, the vote of the Design Review Committee was as follows:

AYES: Members Antelman, Cline, Ferrin, Vice-Chair Dunne and Chair Brodersen

NOES: None

ABSTAIN: None

RECUSED: None

ABSENT: None

Chair Brodersen declared the motion carried 5 – 0.

4. **PROJ-12419 – Request for Historic Preservation Design Review to demolish an existing 285 square-foot garage and construct a new 750 square-foot Accessory Dwelling Unit with an attached 710 square-foot garage behind an existing 713 square-foot 1-story single family residence on a 5,833 square-foot lot located at 305 West Prospect Street; Juan Godinez, applicant; Multiple Family (R-3-5) Zone.**

**Case Nos.: HPDR-4-18-45031  
DRC-4-18-44941**

RECOMMENDED QUASI-JUDICIAL ACTION

HPC: Provide recommendation to Design Review Committee.  
DRC: Approve, subject to conditions.

**California Environmental Quality Act**

The project is categorically Exempt from the California Environmental Quality Act (CEQA) Guidelines Section 15303 (New Construction or Conversion of Small Structures) and 15332 (Infill Development Projects).

Staff: Tim Rosenstein, Associate Planner

**SPEAKERS:**

**Staff:** Peter Lyons, AICP, M.B.A., Interim Community Development Director; Tim Rosenstein, Associate Planner

**Applicant:** Juan Godinez (Applicant)

**Members of Public:** None

**Documents:** PowerPoint by Staff

**Ex-parte Communication:** None

Chair Huckins made a Minute Motion recommendation to the DRC that the project be approved subject to the following comments:

1. That the structure be compatible with the historic district but not itself pretend to be historic.
2. It conform to the Simpson Tract Architectural Guidelines/Design Criteria including materials and methods.

Member Mercer seconded the motion.

Upon call of the roll, the vote of the Historic Preservation Committee was as follows:

**AYES:** Members Huston, Mercer, Vice-Chair Huston and Chair Huckins

**NOES:** None

**ABSTAIN:** None

**RECUSED:** None

**ABSENT:** Member Schafer

Chair Huckins declared the motion carried 4 – 0 with Member Schafer absent.

Member Ferrin made a motion to approve the project as submitted finding the project to be Categorically Exempt from CEQA, and approve the Notice of Decision for Design Review DRC-8-18-44941 based on the Findings and subject to conditions in the Notice of Decision with the following items to be added to Condition No. 1:

1. The approval is granted only for the land as described in the application and any attachments thereto, and as show on the rendering labeled DRC-4-18-44941, dated June 5, 2019, Exhibit "A", attached hereto and incorporated herein, with the following modifications incorporated:

- a. The DRC appreciates the design proposed;
- b. Use smooth fiber cement board for siding;
- c. Use wood clad or all wood sash window as shown on the front elevation; and
- d. Suggest using high quality windows on the other 3 sides of the building, not vinyl.

Member Cline seconded the motion.

Upon call of the roll, the vote of the Design Review Committee was as follows:

AYES: Members Antelman, Cline, Ferrin, Vice-Chair Dunne and Chair Brodersen

NOES: None

ABSTAIN: None

RECUSED: None

ABSENT: None

Chair Brodersen declared the motion carried 5 – 0.

**ADJOURNMENT – HISTORIC PRESERVATION COMMITTEE at 6:49 p.m.**

**RECONVENE – DESIGN REVIEW COMMITTEE at 6:50 p.m.**

#### **CONSENT ITEM**

- 5. Approval of the Design Review Committee April 17, 2019 and May 1, 2019 Meeting Minutes.**

#### RECOMMENDED ACTION

Approve, as presented.

Member Ferrin made a motion to continue the DRC Meeting Minutes from April 17, 2019 and May 1, 2019 to June 19, 2019:

Vice-Chair Dunne seconded the motion.

Upon call of the roll, the vote of the Design Review Committee was as follows:

AYES: Members Antelman, Cline, Ferrin, Vice-Chair Dunne and Chair Brodersen

NOES: None

ABSTAIN: None



RECUSED: None

ABSENT: None

Chair Brodersen declared the motion carried 5 – 0.

## CONFIRMATION OF DETAILS ITEMS

6. **PROJ-10256 – Request for a combined progress meeting at 50% completion of the Design Development phase and Final Confirmation of Details for only Building “A” pursuant to Condition Nos. 24 and 25 of Notice and Order DRC-2018-02 for the site plan, elevations, colors/materials and landscape plans associated with the larger De Anza Courts mixed-use project consisting of a 78-unit condominium residential project (Buildings A, B, and C), including two inclusionary units (1 low income and 1 moderate income) within two, three-story residential courtyard buildings and a three-story mixed-use building with 1,121 square feet of commercial retail floor area and the elimination of the subterranean garages on a vacant 2.71 acre site located at 1995 North Ventura Avenue; MECD Ventura, LLC, applicant; Mixed Use (MXD) Zone.**

**Case No.:**

**COD-7-18-45921**

### RECOMMENDED ACTION

Approve construction plans for Building “A” by Minute Motion.

### **California Environmental Quality Act**

Not required for this action.

Staff: Maruja Clensay, Senior Planner

### **SPEAKERS:**

**Staff:** Peter Lyons, AICP, M.B.A., Interim Community Development Director; Maruja Clensay, Senior Planner

**Applicant:** Brian Brodersen (Landscape Architect); Michael Deutsch (MECD Ventura, LLC, Applicant); Damion S. Scott (Todd Spiegel Architects, Architect); Todd Spiegel (Todd Spiegel Architects, Architect)

**Members of Public:** None

**Documents:** PowerPoint by Staff; Transmittal Memo No. 1 – Landscaping Architecture Plan Sheets L1.1-L3.5

**Ex-parte Communication:** Chair Brodersen recused himself as he is part of the applicant team and may present to the DRC as a sole-proprietor. Members Cline and Ferrin have met previously with the applicant regarding this project.

Member Ferrin made a motion to approve the combined 50% completion of the Design Development Phase and Final Confirmation of Details for Building A subject to the following comments:

1. Landscaping to continue around the property in public Right-Of-Way to the extent feasible in coordination with Public Works; and
2. Do not exceed 3,000 Kelvin in exterior lighting; 2,700 Kelvin preferred in exterior lighting.

Member Cline seconded the motion.

Upon call of the roll, the vote of the Design Review Committee was as follows:

AYES: Members Antelman, Cline, Ferrin, and Vice-Chair Dunne.

NOES: None

ABSTAIN: None

RECUSED: Chair Brodersen

ABSENT: None

Vice-Chair Dunne declared the motion carried 4 – 0 with Chair Brodersen recused.

7. **PROJ-11655 – Request for Final Confirmation of Details pursuant to Condition No. 24 of Planning Commission Resolution No. CD-2018-11 for the site plan, elevations, colors/materials and landscape plans associated with the “Kal Thom” mixed-use project consisting of a 45 unit residential project, including five inclusionary units (1 Very Low income, 2 Low Income, and 2 Moderate Income) within three, 2 ½ -story residential courtyard buildings with a 545 square foot commercial area on the corner of Kalorama and Thompson, and the provision of a 46-space semi-subterranean garage on a vacant 0.51 acre (22,475 square-foot) site located at 918 East Thompson Boulevard; The Daly Group, applicant; Thompson Corridor (T4.4) Zone.**

**Case No.:**

**COD-4-19-50011**

**RECOMMENDED ACTION**

Approve construction plans by Minute Motion.

**California Environmental Quality Act**

Not required for this action.

Staff: Maruja Clensay, Senior Planner

**SPEAKERS:**

**Staff:** Peter Lyons, AICP, M.B.A., Interim Community Development Director; Maruja Clensay, Senior Planner

**Applicant:** Vince Daly (The Daly Group, Applicant)

**Members of Public:** None

**Documents:** PowerPoint by Staff; Transmittal Memo No. 1 – Revised Sheets A-1.0, A-2.1, A3.1.3, A-3.1.4, and Pedestrian Alert System for Parking Garages and Blind Corners

**Ex-parte Communication:** Chair Brodersen recused himself as he is part of the applicant and may present to the DRC as a sole-proprietor. Members Cline and Ferrin have met previously with the applicant regarding this project and prior comments.

Member Ferrin made a motion to approve the Final Confirmation of Details subject to the following comments:

1. DRC member Cline to be liaison to City Staff for refinements as noted below:
  - a. Review south elevation in regards to fencing, landscaping, and required path of travel for fire access; consider height mitigation and privacy for adjacent southern residences from proposed decks.
  - b. Massing where brick is proposed should be more structurally coherent at the corner of East Thompson Boulevard and South Kalorama Street. The parapet is lining up with metal wall parapet and should be differentiated or have material change.
  - c. Provide brick detail with how it meets the ground.

Member Cline seconded the motion.

Upon call of the roll, the vote of the Design Review Committee was as follows:

AYES: Members Antelman, Cline, Ferrin, and Vice-Chair Dunne

NOES: None

ABSTAIN: None

RECUSED: Chair Brodersen

ABSENT: None

Vice-Chair Dunne declared the motion carried 4 – 0 with Chair Brodersen recused.

## **FORMAL ITEM**

8. **PROJ-13350 – Request for Formal Design Review for a facade remodel consisting of a new paint scheme applied to nine (9) commercial buildings, and the construction of 3,700 square feet of new trellis structure and 1,560 square feet of awnings and a Minor Change to the existing Planned Development Permit to reduce the rear yard setback from 25 feet to 12 feet to the proposed trellis structures located on three parcels within the Harbor Commercial (HC) Zone with a land use designation of Harbor Commercial. All of the buildings are located at 1431, 1449, 1559, 1567, 1575, 1583, 1591 and 1691 Spinnaker Drive along the Ventura Harbor and are collectively described as “The Ventura Harbor Village”; Jeff Zook, applicant.**

**Case Nos.:**

**DRC-3-19-49522  
MC-3-19-49524**

**RECOMMENDED QUASI-JUDICIAL ACTION**

Approve, subject to conditions.

**California Environmental Quality Act**

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

Staff: Monique Gil, Assistant Planner

**SPEAKERS:**

**Staff:** Peter Lyons, AICP, M.B.A., Interim Community Development Director; Monique Gil, Assistant Planner

**Applicant:** Jeff Zook (Coastal Architects, Architect)

**Members of Public:** None

**Documents:** PowerPoint by Staff; Errata Memo No. 1

**Ex-parte Communication:** None

Member Cline made a motion to approve the project as submitted finding the project to be Categorically Exempt from CEQA, incorporate the staff suggested edits identified in Errata No. 1 to limit the project scope to include paint scheme improvements only as the applicant requested not to pursue the trellis and awning proposal, and to approve the revised staff report and revised Notice of Decision for a Formal Design Review (Case No. DRC-3-19-49522) based on the Findings and subject to conditions in the Notice of Decision with the following new condition to be added as Condition No. 26:

26. No Trellis, awning, or signage structures are permitted as part of this Design Committee Approval as the applicant has withdrawn that aspect of the project from consideration. Within 30 days of approval, the applicant will submit renderings depicting accurate representations of the approved façade color change for Ventura Harbor Village.

Member Dunne seconded the motion.

Upon call of the roll, the vote of the Design Review Committee was as follows:

**AYES:** Members Antelman, Cline, Ferrin, Vice-Chair Ferrin, and Chair Brodersen

**NOES:** None

**ABSTAIN:** None

**RECUSED:** None

ABSENT: None

Chair Brodersen declared the motion carried 5 – 0.

**STAFF COMMUNICATION**

Peter Lyons, Interim Community Development Director, announced the next meeting of the Design Review Committee will be a joint meeting with the Planning Commission on June 19, 2019, at 6:00 P.M. in the Council Chambers

**ADJOURNMENT:**

There being no further agenda items to discuss, Chair Brodersen adjourned the meeting at 8:58 p.m.

FINAL