

CITY OF LITCHFIELD PARK

DESIGN REVIEW BOARD

Regular Meeting
Thursday, September 5, 2019
Immediately Following the Board of Adjustment
Meeting at Approximately 7:15 p.m.
City Hall Conference Room
214 W. Wigwam Boulevard
Litchfield Park, Arizona 85340

Members of the Litchfield Park Design Review Board may attend either in person or by telephone conference call.

I. Call to Order

II. Pledge of Allegiance

III. Call to the Community

(This is the time for citizens who would like to address the Commission on any non-agenda item. Action taken as a result of public comment will be limited to asking Staff to review the matter, asking that the matter be put on a future agenda, or responding to criticism.)

Information

IV. Business

A. Design Plans for an Addition/Remodel Proposed for 1147 N. Oro Vista

Discussion and possible action on the design plans for an addition/remodel proposed for 1147 N. Oro Vista.

**Information
Action**

B. Design Plans for an Addition/Remodel Proposed for 230 E. Bird Lane

Discussion and possible action on the design plans for an addition/remodel proposed for 230 E. Bird Lane.

**Information
Action**

C. Design Plans for an Addition/Remodel Proposed for 315 Ancora Drive North

Discussion and possible action on the design plans for an addition/remodel proposed for 315 Ancora Drive North.

**Information
Action**

D. Minutes

Possible approval of the minutes of the July 11, 2019 Meeting.

**Information
Action**

V. Staff Report on Current Events

Information

VI. Boardmembers Reports on Current Events

This is the time Boardmembers may present a brief summary on current events. The Commission may not propose, discuss, deliberate or take any legal action on the information presented, pursuant to A.R. S. § 38-431.02.

Information

VII. Adjournment

Action

Susan Charnetsky, Chairman

Persons with special accessibility needs should contact City Hall, 623 935-5033 at least 48 hours prior to the meetings.



THE CITY OF Litchfield Park

DATE: September 5, 2019
TO: Chairperson Charnetsky and Design Review Board Members
FROM: Jason Sanks, Planning Consultant
SUBJECT: Applications for Review by the Design Review Board (DRB)

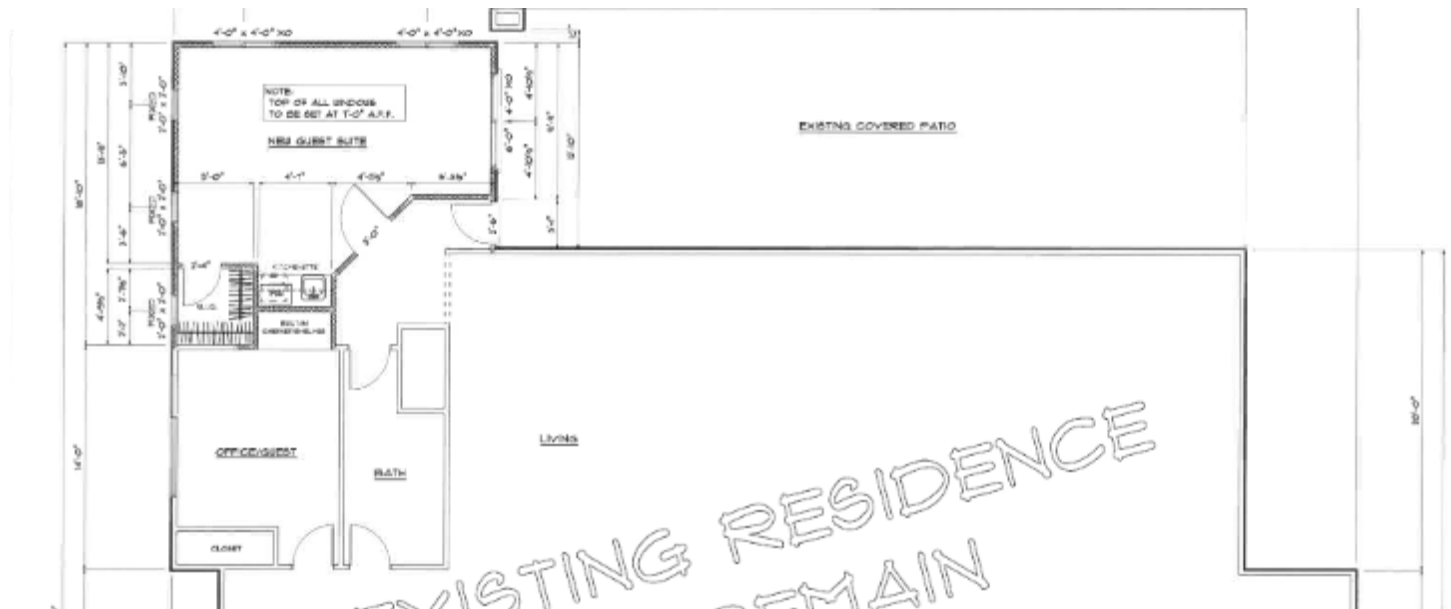
Guest Suite Addition to Existing Residence / 1147 N. Oro Vista - The applicant for this project seeks approval for an approximately 640 SF guest suite addition with kitchenette to the rear of an existing residence

The proposed elevations for the addition appear as follows:



The proposed exterior elevations appear to integrate the rooflines with the existing residence. Windows and doors are shown that help to articulate the new exterior walls and notes in the application state that colors and materials will match existing. The addition will only be partially visible from N. Oro Vista in front of the house, but will be more visible from the cul-de-sac on the home's street side. Based on the elevations provided by the applicant, Staff does not have any concerns with the appearance of the side of the home from the cul-de-sac.

The proposed partial floor plan is as follows:

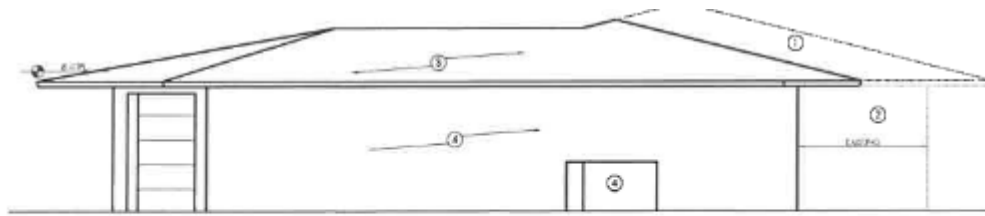


The proposed office and suite addition will extend 3' further than the current residence's walls towards the cul-de-sac, but still maintains the required setback. Staff finds that the guest suite addition to the existing residence will enhance the property and add value to the home and surrounding neighborhood.

Staff recommends approval of the guest suite addition, subject to the exhibits provided by the applicant.

Garage Addition to Existing Residence / 230 E. Bird Lane - The applicant for this project seeks approval for a two and a half car tandem garage with conversion of the existing two-car garage to livable. The project received a variance approval from the Board of Adjustment at their August 2, 2019 hearing that allowed the setback along N. Castano Drive to be reduced to 22' which is reflected on the site plan.

The proposed elevations for the addition appear as follows:



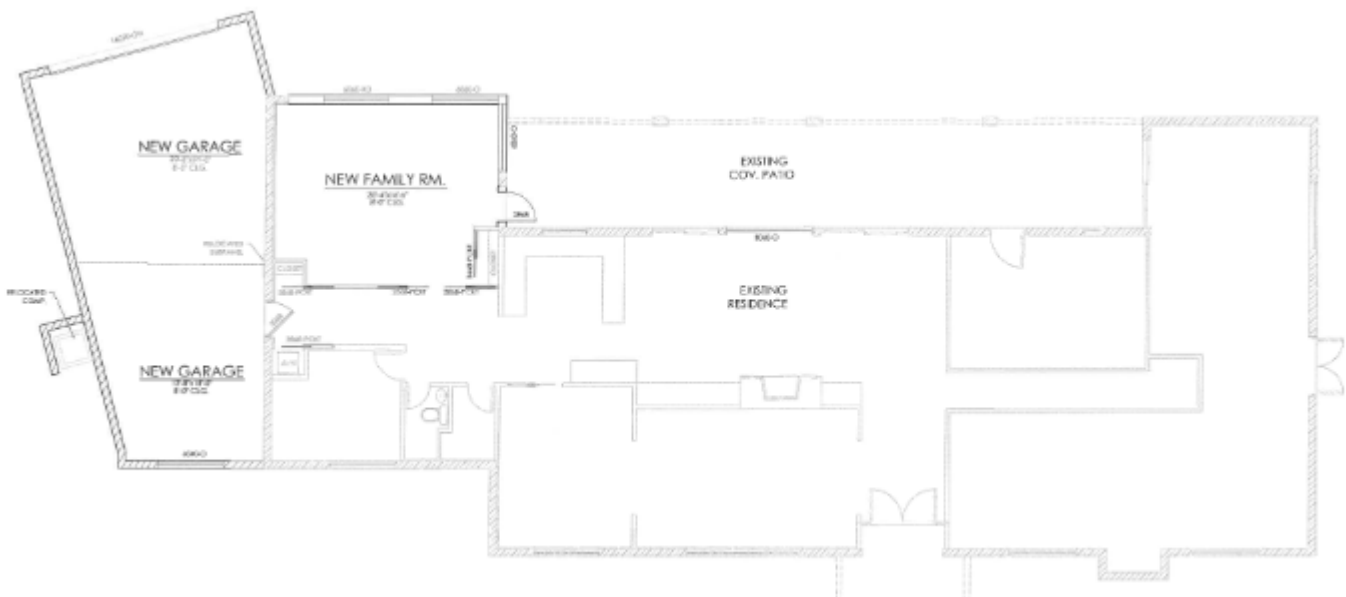
EAST ELEVATION

3/16"=1'-0"

The proposed elevations appear to mimic the existing elevation, simply bringing the side of the garage closer to the street. Staff's only concern with the elevation is that there are no windows or articulation breaks along this long wall and the home is now considerably closer to the street. The prominence of that new long, white painted elevation wall along that street side will be greater. Staff would prefer a window be placed on that elevation for more interest. The owner could place blinds or tint on the window to manage afternoon sun or to provide privacy.

The application notes that all colors, materials, and roofing materials will match those of the existing residence.

The proposed floor plan highlighting the new garage area is as follows:



The new garage will continue to take access from the driveway to Castano Drive and the old garage will be converted into a new family room. A hallway will provide access to the new garage from the home.

Staff recommends approval of the guest suite addition, subject to the exhibits provided by the applicant, subject to the following condition:

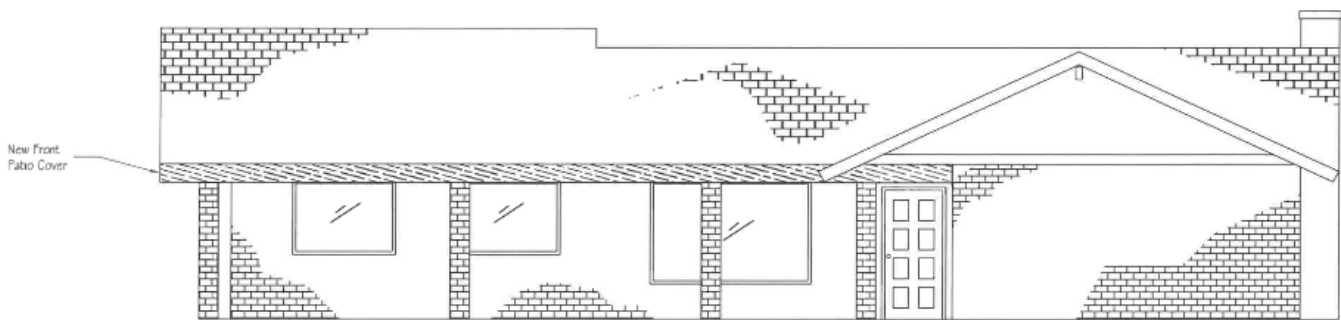
- 1) The applicant shall add a window and shutters to the east elevation (west side of home) to provide more visual interest along N. Castano Drive.

Covered Front Porch and Rear Room Addition / 315 Ancora Drive North: The applicant for this project seeks approval to add a covered front porch and a new room onto an existing residence. The home is located on a corner lot and sides to Ancora Drive West. The room addition will be located on the rear of the home, behind the existing garage, and visible from Ancora Drive West.

Street View of the existing residence:



The applicant has provided the proposed elevations for the additions to the residence. It is not clear if the proposed patio will utilize the existing deep overhang or extend some type of roof structure from the existing roofline. The elevations provided appear as follows:



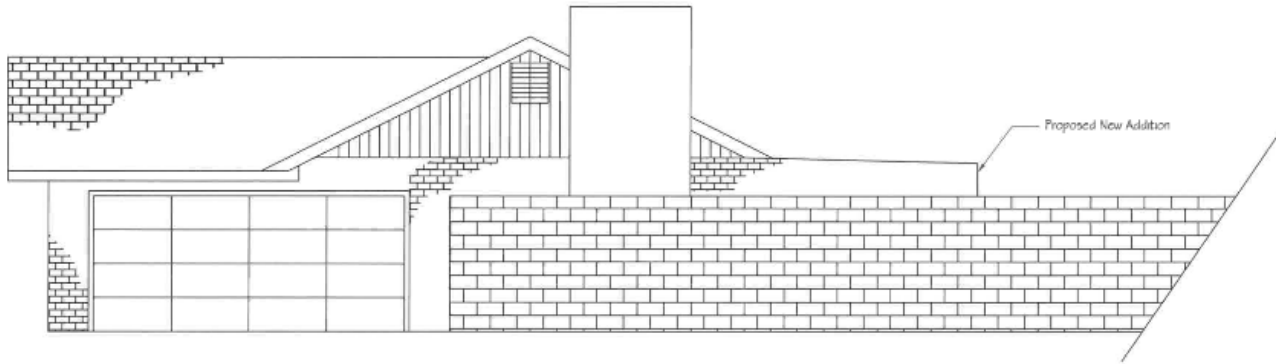
Front Elevation (North Side of Home)

All colors, textures, and materials to match existing.

The applicant should clarify how the porch will be covered. Staff is concerned that if a “shed” like roof structure is attached that it will not look like an original part of the structure.

The proposed rear addition onto the structure appears to have a flat roof with parapet, although the elevations are not completely clear. Other nearby homes have a combination of pitched and flat roof patterns, but this home does not. The applicant should explain how they intend to design the roof over this room addition and integrate it into the existing rooflines. The proposed elevation of the room

addition is as follows:



Side Elevation (West Side of Home)

All colors, textures, and materials to match existing.

Staff does not recommend approval of the application as it needs additional information regarding the front patio cover and rear room addition roofline.

**MINUTES OF THE REGULAR MEETING OF
THE LITCHFIELD PARK DESIGN REVIEW BOARD
July 11, 2019**

I. Call to Order

The meeting was held in the Conference Room at the Litchfield Park City Hall. Chairman Charnetsky called the meeting to order at 7:02 p.m.

Present: Chairman Charnetsky; Vice Chairman Ledyard; and Boardmembers Dudley, O'Connor (left at 7:27 p.m.) and Romack.

Absent: None.

Staff Present: Jason Sanks, Planning Consultant, and Pam Maslowski, Director of Planning Services.

II. Pledge of Allegiance

Chairman Charnetsky led the pledge.

III. Call to the Community

There were no requests to speak.

IV. Business

A. Design Plans for an Addition/Remodel Proposed for 4808 N. Greentree Drive W

Chairman Charnetsky recused herself from this item and left the dais.

Mr. Sanks stated that this application is for approval of the design plans for a second floor addition and exterior remodel. The applicant wishes to expand the second floor master bedroom, projecting out over the existing livable space below. The 144 square foot addition will bump out about 7' on the rear elevation with little to no visibility from Greentree Drive. However, the home backs to the Wigwam Golf Course, and the addition will be visible from the course. In lieu of the current set up with a glass sliding door that provides access to the second floor roof terrace with a patio railing and staircase, the livable space will be bumped out and windows will be put in. The railing and spiral staircase will be removed, and the rear patio cover replaced. Staff supports the application and believes it will add value to the home and the neighborhood. Approval is recommended subject to the exhibits provided and with the condition that the colors and materials of the addition will match the existing residence.

Bobby Zabrich, the general contractor representing the applicant, stated that he had nothing additional to add.

Boardmember Romack **moved** to approve the application based on Staff's recommendation with the condition that the colors and materials are to match the existing; Boardmember Dudley **seconded**; **unanimous approval**.

Chairman Charnetsky returned to the dais.

B. Design Plans for an Addition/Remodel Proposed for 14542 Mountainview Drive

Mr. Sanks stated that this applicant is seeking design approval for a home addition. The applicant would like to expand the third bedroom by 22', creating an additional 429 square feet of livable area. This addition will project forward up to the required front yard setback on the irregularly shaped lot. Based upon the partial floor plan provided, it appears the room expansion intends to accommodate three beds, a double bathroom, and a triple vanity. The proposed elevations, window placement, colors and materials are identical to the existing home. Staff finds that the third bedroom addition is a unique addition that will enhance the usability of the property for the owner, bring livable space forward, and add value to the home and surrounding neighborhood. Staff recommends approval of the addition, subject to the exhibits provided by the applicant.

Lydia Reyes, designer representing the applicant, stated that it is a unique addition but the owners want to have it for their three boys so they can grow up together in that space. The look from the front will basically be the same. What they have now will be brought forward.

In response to a question, Mr. Sanks replied that the addition is being brought forward as far as it can to the front setback line.

Chairman Charnetsky **moved** to approve the application as presented; Vice Chairman Ledyard **seconded; unanimous approval.**

C. Design Plans for a Roof Mounted Solar Panel Installation Proposed for 605 E. Fairway Drive

Ms. Maslowski stated the applicant revised the plan so that it can now be approved administratively.

D. Design Plans for a Roof Mounted Solar Panel Installation Proposed for 14824 W. Luna Court

Mr. Sanks stated the applicant is requesting approval for the location of solar electric panels on the pitched roof of an existing residence. He read the Zoning Code requirements for the location of panels on pitched roofs, and stated that Staff had some concerns with a few areas. There was concern with the grouping of the panels as shown on Array 1 and with a portion of Array 2. It is preferred that the panel arrangement be squared off as much as possible; however, it has been recognized, after reviewing a number of applications for homes like this with a myriad of roof planes, that it is difficult to do that. The Board has approved applications with these types of roofs and staggered panels in the past, as long as the arrays follow the roof line. Also, there are a number of roof vents located in a number of places on the roof. It does not appear to Staff that there is any way to square the panels up any further due to the location of the roof vents and tile ridges.

Boardmember O'Connor pointed out that it seems that the panels are not very visible. Chairman Charnetsky stated that most of the panels are behind the ridge line and along the side of the house. Mr. Sanks noted that the homes are relatively close together in this neighborhood and it is an interior lot.

After some discussion regarding whether relocating some panels would be possible, it was decided that there was not much that could be done to improve the array configuration. It was noted that those panels would only be visible to the neighbor and there are trees there.

Boardmember Romack **moved** to approve the application based on the plans submitted, with the condition that all wiring and conduit is to be concealed and a minimum 18 inch border is to be maintained at the roof edges; Boardmember O'Connor **seconded.**

Ms. Kelly commented that there is conduit that will run across the roof and one line will come down to the electrical panel. They will paint that along with all of the side boxes. Chairman Charnetsky reiterated that the conduit is not allowed to run across the roof. It must be run through the attic or tucked under an eave. Boardmember Romack agreed, noting that it has to be concealed. Ms. Kelly stated that they usually run the conduit over the roof tiles. Chairman Charnetsky responded that the other applicants have been running the conduit in the attic space or tucking it under an eave. Sometimes, it can be tucked under the tiles. The plans can be approved, but a way must be found to conceal the conduit.

A vote was taken and the motion was **approved unanimously**.

E. Design Plans for a Roof Mounted Solar Panel Installation Proposed for 14581 W. Hidden Terrace Loop

It was noted that there was no one present to represent the application.

Boardmember Romack **moved** to continue the application to the next scheduled meeting; Vice Chairman Ledyard **seconded; unanimous approval**.

Boardmember O'Connor left the meeting.

F. Minutes

Vice Chairman Ledyard **moved** to approve the minutes of the May 2, 2019 minutes; Boardmember Romack **seconded; unanimous approval (4-0)**.

V. Staff Report on Current Events

Mr. Sanks reported that the July City Council meeting has been cancelled. He also reported on the progress of the General Plan Update, the overall Zoning Code update, the City Center Major General Plan Amendment; the City Center Zoning Code amendments; the Dysart and Camelback Center, and the Sun Health GPA and rezoning applications for the La Loma campus. In response to a question, Mr. Sanks responded that the City Sign Code will be reviewed as part of the overall Zoning Code update.

VI. Boardmembers' Report on Current Events

There were no reports.

VII. Adjournment

Boardmember Romack **moved** to adjourn the meeting; Chairman Charnetsky **seconded; unanimous approval**. The meeting was adjourned at 7:31 p.m.

**APPROVED:
DESIGN REVIEW BOARD**

Susan Charnetsky, Chairman

/pjm